

**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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**2008 Session**

**Geneva, 13 – 14 November 2008**

Item 8 of the Agenda

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

**REVISED REPORT ON 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 details of that Decision, comprising the Sponsorship Programme's general principals, its basic goals, basic operational purposes and basic operational modalities, are further outlined in Annex IV of the Final Document.

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).

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

5. The Guidelines for the CCW Sponsorship Fund Administration were approved last year by the Steering Committee (CCW/MSP/2007/4, Annex I). Paragraph 10 of the Guidelines has been amended to reflect the staffing changes at the GICHD. The latest version of the Guidelines is contained in Annex I.

#### Activities of the Sponsorship Programme

6. Last year the Steering Committee appointed Ambassador Edvardas Borisovas of Lithuania as Coordinator, who presides over the meetings of the Steering Committee. Since the 2007 Meeting of the High Contracting Parties to the Convention, the Steering Committee has met four times in Geneva: on 11 February, 15 May, 17 July, and 18 September 2008.

7. During the initial implementation of the Sponsorship Programme last year, the Steering Committee decided to carry out the Programme in an informal and flexible manner. The Committee had reached an understanding on the ways and means on how to make this possible, the principles of which are explained in detail in paragraph 7 of document CCW/MSP/2007/4.

8. The Steering 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 Committee has always worked in support of the principle that voluntary requests for sponsorship from CCW States Parties or States not parties would be seriously considered and would not be turned down unless the Programme faces severe financial constraints.

### 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 two letters by the Secretary-General of the CCW Third Review Conference of 23 February 2007 and the Coordinator of the Steering Committee of 22 September 2008, respectively, inviting the States Parties to the Convention to consider supporting financially the Sponsorship Programme, donations that have been received thus far originate from the following countries: Australia, Canada, China, Denmark, France, India, Lithuania, Netherlands, Spain, Turkey, and the European Commission. Switzerland, through its general contribution to the GICHD, is covering the expenses related to staff, office space and other support for the effective administration of the CCW Sponsorship Programme.

11. As per 12 November 2008, the total amount available on the GICHD accounts of the Sponsorship Programme is **CHF 284,409**. The breakdown of this amount is as follows:

### Donations:

DONOR	AMOUNT CHF
Australia	40,934
Canada	27,943
China	23,003
Denmark	42,025
European Commission	303,366
France	7,677
India	10,829
Lithuania	10,000
Netherlands	19,200
Spain	44,416
Turkey	2,142
Bank interest	104
<b>TOTAL</b>	<b>531,639</b>

Expenditures:

MONTH	NUMBER OF DELEGATES	AMOUNT CHF
November 2007	23	99,403
April 2008	10	32,344
July 2008	12	60,085
September 2008	3	12,459
November 2008	10	42,939
<b>TOTAL</b>	<b>58</b>	<b>247,230</b>

The Beneficiaries

12. Since the establishment of the Steering Committee in 2007 it has held meetings to discuss the implementation of the Sponsorship Programme and, *inter alia*, to decide on the potential beneficiaries of the Programme who would be eligible to receive sponsorship to attend CCW related meetings in Geneva. 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 list of potential beneficiaries is based on the criteria established in the decision of the Third Review Conference, which in essence reflects the regional balance in regions of the world where accession to the CCW remains low, and also that those countries are mine and ERW affected and are the Least Developed Countries (LDCs). To this end the Coordinator has transmitted letters of invitation to those countries which fall under the category as outlined and agreed by the Steering Committee, inviting them to participate in the work of the CCW in 2007 and 2008.

13. The following is a detailed account of countries that were invited and those that did actually participate in CCW meetings funded by the Sponsorship Programme:

(a) Second Conference of Protocol V (5 November); Tenth Annual Conference of Amended Protocol II (6 November); Meeting of the High Contracting Parties to CCW (7–13 November 2007) The Steering Committee invited 36 countries: (1) Nine States parties (LDC and ERW-affected) Bangladesh, Cambodia, Djibouti, Lao PDR, Liberia, Niger, Senegal, Sierra Leone, Uganda; (2) Seven States Parties (LDC States) Benin, Burkina Faso, Cape Verde, Lesotho, Maldives, Mali, Togo; (3) Three Signatories (LDC and ERW-affected) Afghanistan, Sudan, Viet Nam; (4) 17 States not parties (LDC and ERW-affected) Angola, Burundi, Chad, Democratic Republic of the Congo, Eritrea, Ethiopia, Guinea-Bissau, Malawi, Mauritania, Mozambique, Myanmar, Nepal, Rwanda, Somalia, Vanuatu, Yemen, and Zambia. Of the 36 invitees, 15 were sponsored: **Afghanistan, Bangladesh, Benin, Burundi, Chad, Democratic Republic of the Congo, Eritrea, Ethiopia, Guinea-Bissau, Lao PDR, Malawi, Mozambique, Myanmar, Viet Nam, and Zambia**. Furthermore, the Steering Committee also decided to sponsor the participation of representatives from eight States parties that requested to be sponsored: **Belarus, Cuba, El Salvador, The former Yugoslav Republic of Macedonia, Mongolia, Peru, Senegal, and Tunisia**. Therefore, a total of 23 people were sponsored.

(b) CCW GGE First 2008 Session (14–18 January 2008) No States were sponsored because the Steering Committee had not been able to meet due to the year-end holiday period prior to that.

(c) CCW GGE Second 2008 Session (7–11 April 2008) The Steering Committee invited 15 countries and one expert: (1) Afghanistan, Albania, Cambodia, Chad, Eritrea, Ethiopia, Iraq, Laos, Lebanon, Sierra Leone, Sudan, Tajikistan, and Viet Nam (first list: 13 cluster munitions-affected States); (2) Burundi and Mozambique (second list<sup>1</sup>: States which were actively participating in November 2007); and (3) Mr. Ken Rutherford (co-founder of the Landmine Survivor Network) – at the request of the Coordinator on Victim Assistance under Protocol V, Mr. Markus Reiterer of Austria. Of the 15 invitees, only eight were sponsored: **Afghanistan, Albania, Cambodia, Chad, Eritrea, Iraq, Laos, and Mr. Ken Rutherford.** Aside from this two more CCW States Parties that requested sponsorship also benefitted from the Programme: **Morocco and Peru.** Therefore, a total of 10 people were sponsored

(d) CCW Protocol V Meeting of Experts (2–4 July) and GGE Third 2008 Session (7–25 July 2008) Based on purely financial considerations due to the long duration of the July meetings, the Steering Committee decided that beneficiaries would participate in the first 10 working days. The Steering Committee invited 14 countries: States parties: Albania, Cambodia, Laos, Liberia, and Niger. Signatories: Afghanistan and Viet Nam. States not party: Burundi, Chad, Eritrea, Ethiopia, Iraq, Lebanon, and Mozambique. Of the 14 invitees, a total of eight beneficiaries were sponsored. This comprised four States parties: **Albania, Cambodia (two people), Liberia and Niger;** and three States not parties: **Burundi, Iraq and Mozambique.** Aside from this, four more CCW States parties that requested for sponsorship also benefitted from the Programme: **Benin, Cameroon, Morocco, and Peru.** Therefore, a total of 12 people representing 11 countries were sponsored.

(e) CCW GGE Fourth 2008 Session (1–5 September 2008) The Steering Committee decided not to invite any State to participate in the September meeting based on purely financial considerations. However, the Committee has always worked in support of the principle that voluntary requests for sponsorship should be seriously considered. In this regard, after consulting with the GICHD about the balance of funds, the Steering Committee decided to accept three requests for sponsorship, notably from **Benin and Peru.** One representative of each country was sponsored to participate in the September session. Also, the participation of **Ms. Anesa Kundurovic of Bosnia and Herzegovina** in her capacity as the Friend of the Chair on Victim Assistance at the request of the Chairperson of the CCW Group of Governmental Experts, Ambassador Bent Wigotski of Denmark, was funded by the Sponsorship Programme. Therefore, a total of three people were sponsored.

(f) CCW GGE Fifth 2008 Session (3–7 November); Second Conference of Protocol V (10–11 November); Tenth Annual Conference of Amended Protocol II (12 November); and Meeting of the High Contracting Parties to CCW (13–14 November 2008) The Steering Committee decided to continue to invite the same 14 countries that were considered for participation in the previous meetings to maintain a certain balance between States parties

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<sup>1</sup> The second list was compiled to anticipate any lack of response as experience during the previous year had shown that one-third of the total number of invitees do not respond.

and States not parties to the Convention, and also to maintain a degree of continuity as they have been following the meetings before. Aside from this it also reflects the regional balance in regions where accession remains low, and the fact that these countries are mine and ERW affected and LDCs. Of the 14 invitees, three delegates were sponsored: **Iraq, Lebanon, and Mozambique**. Aside from this the Steering Committee also decided to sponsor the participation of representatives from six States parties that requested to be sponsored: **Benin, Cuba, Cameroon, Morocco, Peru, and Senegal**. Furthermore, the participation of **Ms. Anesa Kundurovic of Bosnia and Herzegovina** in her capacity as Friend of the Chair on Victim Assistance at the request of the Chairperson of the CCW Group of Governmental Experts was funded by the Sponsorship Programme. Therefore, a total of 10 people were sponsored.

### Conclusion

14. 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.

15. The funds allocated to the Sponsorship Programme is subject to an audit by an external auditor and audit reports are sent to all members of the Committee, and made available upon request to any State Party by the United Nations. The 2007 Financial Report on the Administration of the Sponsorship Programme has been circulated to the members of the Steering Committee by the GICHD in February 2008, as contained in Annex II. The 2008 Financial Report will be circulated by the GICHD to the members of the Steering Committee at the beginning of 2009 following the completion of the audit. Subsequently, the 2008 Financial Report shall be submitted to the 2009 Meeting of the High Contracting Parties.

16. The Sponsorship Programme and its basic operational modalities as well as its overall implementation, will be reviewed and assessed by the States Parties at the next CCW Review Conference in order to strengthen its effectiveness and efficiency for future activities.

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  
and subsequently modified on 18 September 2008)

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. Pascal Rapillard, Advisor to the Director. Ms. Susanne Rihs-Aeby is in charge of the logistical and technical aspects in organising the CCW Sponsorship Programme. The contact details are as follows: telephone: +41 (0) 22 906 16 85, fax: +41 (0) 22 906 16 90, E-mail: [s.rihs-aeby@gichd.org](mailto:s.rihs-aeby@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.

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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.



- (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.
- (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

### **Geneva International Centre for Humanitarian Demining**

#### **Financial Report on the Administration of the Sponsorship Programme**

#### **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**

**Palais des Nations, 5 to 13 November 2007**

#### **Overview**

1. For the first time, the Geneva International Centre for Humanitarian Demining (GICHD) administered a Sponsorship Programme on behalf of the Steering Committee of 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 (CCW)*.
2. This programme has been administrated upon the basis of the Guidelines for the CCW Sponsorship Fund Administration as of 3 October 2007.
3. This report covers the meetings of CCW taking place in Geneva between 5 and 13 November 2007.
4. The Steering Committee took a decision in 2007 to especially aim at ensuring more widespread representation of mine- and ERW-affected countries.
5. The following donors had contributed to the CCW Sponsorship Programme in 2007: Australia, Canada, China, India, Lithuania, Turkey and the European Commission.

#### **Activities**

6. The sponsorship package covered all travel costs (economy class, most economical rate), hotel accommodation, and a per diem.
7. Upon invitation by the Steering Committee, the GICHD delivered support to 23 delegates from the following countries:

Africa	Benin, Burundi, Chad, Democratic Republic of the Congo, Eritrea, Ethiopia, Guinea-Bissau, Malawi, Mongolia, Mozambique, Senegal, Tunisia, Zambia
Americas	Cuba, El Salvador, Peru
Asia	Afghanistan, Bangladesh, Laos, Myanmar, Viet Nam
Europe	Belarus, The former Yugoslav Republic of Macedonia

## ACCOUNTS

### Expenditures

8. The following costs occurred during the execution of the CCW Sponsorship Programme in 2007:

Travel costs	CHF 38'820.15
Accommodation	38'916.15
Per diem/related costs	21'535.00
Postage	64.95
Bank charges	66.20
<b>Total</b>	<b>99'402.45</b>

The average cost per participant amounted to some CHF 4'322.00.

### Contributions received in 2007

9. As of 31 December 2007, the following contributions were made:

	<b>CHF</b>
Australia	40'934.00
Canada	27'942.98
China	11'770.70
European Commission	156'082.64
India	10'828.90
Lithuania	10'000.00
Turkey	1'145.16
Interest bank	20.65
<b>Total contributions received in 2007 (as of 31.12.2007)</b>	<b>258'725.03</b>

10. Switzerland, through its general contribution to the GICHD, is covering the expenses related to staff, office space and other support for the effective administration of the CCW Sponsorship Programme.

**Balance**

11. As of 31 December 2007, the CCW Sponsorship Programme fund administered by the GICHD on behalf of the CCW Sponsorship Programme's Steering Committee shows the following remaining balance:

Total contributions received in 2007	CHF 258'725.03
./. Costs of 1st Sponsorship Programme	- 99'402.45
<b>Remaining balance as of 31 December 2007</b>	<b>159'322.58</b>

12. A number of countries have pledged additional support for 2008 which is essential to meet the funding requirements for the CCW meetings in 2008.

13. The 2007 accounts of the CCW Sponsorship Programme fund have been subject to an audit carried out by an independent auditor (Pricewaterhouse Coopers) in March 2008.

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