

Fourth Review Conference 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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Review of the scope and operation of the Convention and its annexed protocols

Report of the Implementation Support Unit

Submitted by the Implementation Support Unit¹

A. Introduction

1. This report describes the activities of the Implementation Support Unit 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 ISU) in implementing the tasks given to it by the 2009 Meeting of the High Contracting Parties to the Convention, primarily to:

- Provide Secretariat services for all CCW meetings;
- Facilitate communications among States Parties and international organizations;
- Serve as focal point for submission of information by and to the States Parties;
- Support States with the implementation of the Convention and its Protocols;
- Assist the Secretary-General of the United Nations to discharge his responsibilities pursuant to the Convention and its Protocols; and
- Fulfil all other tasks as mandated by the States Parties to the Convention and its Protocols.

B. Establishment of the Unit

2. In accordance with the decision of the 2009 Meeting of the High Contracting Parties to the Convention the United Nations Office for Disarmament Affairs advertised the two professional level staff posts of the Unit and conducted a selection process as required by the relevant United Nations recruitment procedures. On 1 October 2010, Mr. Bantan Nugroho was appointed as Head of the Unit, and on 2 May 2011, Ms. Hine-Wai Loose was appointed as Political Affairs Officer.

¹ Late submission.

3. The Unit immediately took up its mandated activities as soon as the Head of the Unit was appointed, and became fully operational on 9 May 2011. The Unit is presently located in the Palais des Nations, United Nations Office at Geneva, offices C.113 and C.115 within the Geneva Branch of the Office for Disarmament Affairs, which provides the administrative facilities for the Unit.

C. Secretariat support for the Convention

4. The ISU was primarily the substantive secretariat for the CCW meetings since the latter part of 2010 until the end of 2011, servicing the Fourth Conference of the High Contracting Parties to CCW Protocol V (22–23 November 2010), the Twelfth Annual Conference of the High Contracting Parties to CCW Amended Protocol II (24 November 2010), the Meeting of the High Contracting Parties to the Convention (25–26 November 2010), the three sessions of the CCW Group of Governmental Experts (21–25 February, 28 March – 1 April, 22–26 August 2011), the Amended Protocol II Group of Experts (4–5 April 2011), the Protocol V Meeting of Experts (6–8 April 2011), the Fifth Conference of the High Contracting Parties to CCW Protocol V (9–10 November 2011), the Thirteenth Annual Conference of the High Contracting Parties to CCW Amended Protocol II (11 November 2011), and the CCW Fourth Review Conference (14–25 November 2011). The ISU also supported the activities of the Presidents and Chairperson of those meetings, including the substantive Coordinators. This included: drafting and transmitting communications to the States Parties, international organizations and NGOs; drafting statements and speeches and other materials for the office holders; processing meeting registrations; assisting the Coordinators of the various substantive issues under Protocol V and Amended Protocol II in drafting their reports, and providing procedural, technical and substantive advice to the Presidents and Chairperson and other office bearers as well as to the States Parties.

5. A major part of the Unit's work this year has been assisting the work of the President-designate of the CCW Fourth Review Conference, Ambassador Gancho Ganeyev of Bulgaria, by organizing his bilateral consultations in preparing for the Review Conference. Due to the intensive negotiations on cluster munitions within the CCW Group of Governmental Experts and the preparations for the Review Conference much of the Unit's time has been spent on supporting the CCW meetings. The ISU also assisted in some aspects of the President-designate's working visit to the First Committee in New York (13–18 October 2011) in collaboration with the Permanent Mission of Bulgaria to the United Nations in New York and the United Nations Office for Disarmament Affairs, New York.²

D. Facilitating communications among States Parties

6. The ISU served as focal point for the submission of information by and to the High Contracting Parties that are related to the Convention and its Protocols. The Unit developed and maintained the CCW website (<http://www.unog.ch/ccw>) and the CCW databases. The website and the e-mail network are tools for the dissemination of information on meetings and activities related to the Convention and its Protocols. The ISU has specifically been working on updating the website with current information on the activities of the States

² The main purpose of the visit was to brief the United Nations Secretary-General, Mr. Ban Ki-moon, and delegations participating in the First Committee of the United Nations General Assembly 66th session on the preparations and the expected outcomes of the CCW Fourth Review Conference. The President designate was accompanied by the Head of the ISU.

parties to Amended Protocol II, Protocol V, the CCW Group of Governmental Experts and the Fourth Review Conference. Aside from posting on the website, new information and other developments in these areas were also communicated to the States through the CCW e-mail network.

7. Serious effort was devoted to establishing the web page on Victim Assistance, as mandated by the Fourth Conference of the High Contracting Parties to Protocol V,³ in consultation with Austria in its capacity as Coordinator on Victim Assistance under Protocol V. Furthermore, the process of establishing the Web-based Information System for Protocol V (WISP.V)⁴ also consumed much of the Unit's attention. The project is currently in the final stages and is being completed in collaboration with Hungary, in its capacity as Coordinator on WISP.V, and the United Nations Office at Geneva.

8. The website has an on-line registration facility for meetings, official documents, and statements, as well as the list of States Parties to the Convention and to each of its Protocols, signatory States and observer States. The website also contains the databases of national annual reports submitted by States under Amended Protocol II, Protocol V, and Compliance. In accordance with the decision on the Compliance mechanism, the website also contains data on the pool of experts on Compliance in a restricted access area, which is accessible, using a username and password, only to States Parties. These are all constantly being updated, but more work is underway to further enhance the website. Such efforts include the posting of written statements delivered at previous meetings, and building a repository of documentation and information on the Convention and its Protocols.

9. The ISU was also active in following up with States parties on national reporting under Protocol V, Amended Protocol II and on Compliance.

E. Promotion of universalization of the Convention

10. The ISU contributed to the promotion of the universalization of the Convention and its Protocols and supported the States Parties in implementing the Plan of Action on the Universalization of the Convention and its Protocols by facilitating the dispatch of messages addressed to the Ministers for Foreign Affairs of States not party to the Convention co-signed by the Chairperson of the 2010 Meeting of High Contracting Parties to the Convention, along with the President of the Annual Conference of the High Contracting Parties to Amended Protocol II and the President of the Conference of the High Contracting Parties to Protocol V, encouraging them to consider becoming party. Moreover, the Unit also facilitated the President of the Conference of the High Contracting Parties to Protocol V in sending messages addressed to the Ministers for Foreign Affairs of the States Parties to the Convention but not yet party to Protocol V encouraging them to consider becoming party. The Unit has also been preparing a CCW Universalization Kit and specific background briefings on all States that are not yet party to the Convention.

11. Part of the mechanism for enhancing universalization is the establishment in 2006 of the CCW Sponsorship Programme. The ISU was involved in organizing the meetings of the Sponsorship Programme's Steering Committee, under the guidance of its Coordinator, Mr. Pieter van Donkersgoed of the Netherlands. It also issued the letters of invitation addressed to potential beneficiaries that are decided by the Steering Committee, followed up and monitored the process in coordination with the Geneva International Centre for

³ CCW/P.V/CONF/2010/11, Paragraph 33 (d).

⁴ CCW/P.V/CONF/2010/11, Paragraph 42.

Humanitarian Demining, the organization responsible for running the day-to-day operation of the Programme.

12. The ISU was also involved in organizing lunchtime briefings for the beneficiaries of the Sponsorship Programme during most CCW meetings in Geneva. These events provided a good opportunity for the Coordinator and other members of the Programme's Steering Committee to meet with the beneficiaries and to obtain feedback from the beneficiaries on issues related to treaty implementation and the problems they faced in fulfilling the Convention and its Protocols' obligations.

13. To promote understanding and awareness of the Convention and its Protocols, the ISU participated in briefing sessions that are held at the United Nations. These briefings were made to visiting university students, junior diplomats, and other government officials from the following institutions: American College Program, University of Fribourg, Switzerland (29 June 2011); Northeastern University, USA (4 July 2011); United Nations Programme of Fellowships on Disarmament (1 September 2011); and the Ministry of Foreign Affairs of Egypt (15 September 2011).

F. The Survey on the ISU

14. In the course of preparing the present document, at the Third 2011 Session of the Group of Governmental Experts⁵ the ISU circulated a survey to States Parties requesting feedback on its work and how best to communicate with States Parties to obtain an indication on which areas of work and on which direction the ISU should focus. The responses received thus far from States Parties indicated that the ISU should improve in the following areas: the timely distribution of reports i.e. to ensure that the reports are distributed well in advance of meetings; the timely posting of information and related documents on the CCW website; greater efforts at facilitating communication among High Contracting Parties and with international organizations; greater efforts at assisting with the overall implementation of the Convention and its Protocols.

G. Conclusions

15. The ISU has been fully operational since May 2011 and has been mainly involved in providing substantive and administrative support for the Presidents and Coordinators of the experts meetings and conferences of Amended Protocol II, Protocol V, the Chairperson and Friends of the Chair of the CCW Group of Governmental Experts (GGE) as well as the President of the Fourth Review Conference. As it has been an intensive year with eight meetings, where much attention was devoted to the negotiations on cluster munitions and the preparation for the Review Conference, the ISU was significantly focused on servicing meetings this year.

16. The ISU shall strive to operate in the most efficient way and to perform the tasks set out in its mandate. The ISU will be focusing on enhancing outreach, promoting universalization, by organizing regional seminars and workshops in promoting the work of the Convention and its Protocols in cooperation with various international organizations and other institutions, and in implementing the Plan of Action on Universality; increasing its support for the implementation of the Convention and its Protocols; updating the CCW website; and improving its system for the submission and distribution of documentation.

⁵ Geneva, 22–26 August 2011.