# **Review Conference of States Parties to the Convention on Cluster Munitions**

22 June 2015

English only

### **Second Preparatory Meeting for the First Review Conference**

Geneva, 24 June 2015

Item 7 of the provisional agenda

**Exchange of views on matters pertaining to the financing of the Implementation Support Unit** 

### Towards a funding model for the Implementation Support Unit of the Convention on Cluster Munitions

## Presented by the Coordinators on the General Status and Operation of the CCM

- 1. In their Fifth Meeting held in San Jose, States parties to the Convention on Cluster Munitions (CCM), "...noted that it was not possible at this stage for the States parties to agree on a funding model for an Implementation Support Unit. With a view to taking a final decision on this matter at the First Review Conference, the Meeting agreed to task the Co-Chairs for General Status and Operations with conducting consultations with States parties in order to come up with a draft compromise proposal on the funding model, to be included in the agenda of the preparatory process for the Review Conference. The Meeting agreed that a compromise proposal should be based on the principles of sustainability, predictability and ownership".
- 2. The following is an attempt by the Coordinators on the General Status and Operation of the CCM to present the current state of play, to reflect on the process of consultations conducted so far, and eventually to lay down a basis to further our discussions in this respect.
- 3. As we set out during the First Preparatory Meeting on 5 February 2015, when envisaging a funding model for the Implementation Support Unit, there are basically two possibilities: an obliged funding model based on the United Nations scales of contributions and adjusted to the number of States Parties or a voluntary funding model.
- 4. Regrettably, previous efforts aimed at bridging this gap between the **obliged model** and the **voluntary** one did not receive the sufficient support by States to be adopted by consensus.
- 5. As we now stand at a critical juncture, with the Director of the Implementation Support Unit (ISU) of the Convention on Cluster Munitions assuming her responsibilities since the beginning of May/June 2015, and the urgency of proceeding with the necessary recruitment of other staff, to enable the handover envisioned in the Lusaka decisions, this

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meeting is an important one, as it will help us shape the eventual proposal that we, as cochairs, will present to the First Review Conference.

- 6. While we believe that an **assessed model** ensures respect to the principles enshrined in the directive, our previous decisions and is a simple one that does not require further elaboration as each state would be assessed according to its calculated ability to pay, the **voluntary model** raises questions pertaining to the sustainability, predictability and ownership. Challenged with this, the co-chairs, in another attempt to strengthen the principles of sustainability, predictability and ownership, especially in light of lessons learnt from other conventions namely the Anti-Personnel Mine Ban Convention, have compiled a non-inclusive set of elements for States consideration, as follows:
- (a) The ISU and its funding model will be reviewed at the following review conference that will take place five years from now in 2020, unless the states parties decide otherwise;
- (b) The functioning of the funding model will be evaluated after three years at the Eighth Meeting of States Parties;
- (c) The Geneva International Centre for Humanitarian Demining (GICHD), which hosts the ISU, has already set up a Trust Fund for the financing of the ISU;
- (d) At each Meeting of States Parties, the ISU Director will present a budget for the activities of the ISU for the year following the Meeting of States Parties. This budget is to be approved by the States Parties at each Meeting of States Parties;
- (e) The budget presented by the ISU cannot exceed the amount of funds collected in the Trust Fund in budget year X-1;
- (f) All States Parties will contribute to the ISU on the basis of indicative contributions, which are based on the United Nations scale of contributions, assessed to the States Parties to the Convention on Cluster Munitions;
- (g) All States Parties that are in a position to do so are encouraged to contribute more as their indicative contribution;
- (h) In order to facilitate the start of this funding model all States Parties are encouraged to voluntary contribute funds to cover the interim period.
- 7. This paper is accompanied by an estimation of the costs of the ISU as provided by the Geneva International Centre for Humanitarian Demining (annex I), an overview of indicative contributions (annex II), and overview of decisions taken by States Parties in relation to the Implementation Support Unit and its funding model (annex III).

### Annex I

### Overview of estimated costs of the ISU for 2015 – 2020

|  |   | Start   |                   |                   |                          |                   | Start                    |                   |                   |                          |                          |                          |                          |                      |
|--|---|---|-------------------|-------------------|--------------------------|-------------------|--------------------------|-------------------|-------------------|--------------------------|--------------------------|--------------------------|--------------------------|----------------------|
|  |   | 05.2015   |                   |                   |                          |                   |                          | 05.2015           |                   |                          |                          |                          |                          |                      |
| CCM DIRECTOR (100%)                    | Calaa   |   | 2015              | 2016              | 2017                     | 2018              | 2019                     | 2020              | 2015              | 2016                     | 2017                     | 2018                     | 2019                     | 2020                 |
|  | Salary  | standardised estimate of 19.5%  | 102,823           | 158,347           | 164,085                  | 168,239           | 172,393                  | 176,547           | 102,823           | 158,347                  | 164,085                  | 168,239                  | 155,776                  | 159,93               |
|  | Social charges  |   | 20,050            | 30,878            | 31,996                   | 32,807            | 33,617                   | 34,427            | 20,050            | 30,878                   | 31,996                   | 32,807                   | 30,376                   | 31,18                |
|  |   | Total salary costs  | 122,873           | 189,225           | 196,081                  | 201,045           | 206,009                  | 210,974           | 122,873           | 189,225                  | 196,081                  | 201,045                  | 186,153                  | 191,11               |
|  | International relocation  | for staff + 2 family members; as per<br>GICHD IRR                         | 18,500            |                   |                          |                   |                          |                   | 18,500            |                          |                          |                          |                          |                      |
|  | International flights   | start of contract; for staff + 2 family<br>members                        | 5,100             |                   |                          |                   |                          |                   | 5,100             |                          |                          |                          |                          |                      |
|  |   | Total staff costs   | 23,600            | -                 | -                        |                   | -                        | -                 | 23,600            | -                        | -                        | -                        | -                        | -                    |
|  |   | Total salary & staff costs  | 146,473           | 189,225           | 196,081                  | 201,045           | 206,009                  | 210,974           | 146,473           | 189,225                  | 196,081                  | 201,045                  | 186,153                  | 191,11               |
| Implementation Support Officer (100%)  |   |   | 2015              | 2016              | 2017                     | 2018              | 2019                     | 2020              | 2015              | 2016                     | 2017                     | 2018                     | 2019                     | 2020                 |
| implementation support officer (100%)  | Salary  |   | 68,549            | 105,907           | 110.082                  | 113,198           | 116,313                  | 119,428           | 68.549            | 105,907                  | 110,082                  | 113,198                  | 116.313                  | 119.4                |
|  | Social charges  | standardised estimate of 19.5%  | 13,367            | 20,652            | 21,466                   | 22,074            | 22,681                   | 23,289            | 13,367            | 20,652                   | 21,466                   | 22,074                   | 22,681                   | 23,2                 |
|  | Social charges  |   | 81,916            | 126,559           | 131,548                  | 135,271           | 138,994                  | 142,717           | 81,916            | 126,559                  | 131,548                  | 135,271                  | 138,994                  | 142,7                |
|  | International relocation  | Total salary costs for staff + 2 family members; as per                   | 18,500            | 120,559           | 131,346                  | 133,271           | 130,994                  | 142,717           | 18,500            | 120,339                  | 131,346                  | 133,271                  | 130,994                  | 142,1                |
|  | International flights   | Start of contract; for staff + 2 family                                   | 5,100             |                   |                          |                   |                          |                   | 5,100             |                          |                          |                          |                          |                      |
|  |   | members  Total staff costs  | 23,600            |                   |                          |                   |                          |                   | 23,600            |                          |                          |                          |                          |                      |
|  |   |   |                   |                   |                          |                   |                          |                   |                   |                          |                          |                          |                          |                      |
|  |   | Total salary & staff costs  | 105,516           | 126,559           | 131,548                  | 135,271           | 138,994                  | 142,717           | 105,516           | 126,559                  | 131,548                  | 135,271                  | 138,994                  | 142,7                |
| Implementation Support Assistant (50%) |   |   | 2015              | 2016              | 2017                     | 2018              | 2019                     | 2020              | 2015              | 2016                     | 2017                     | 2018                     | 2019                     | 2020                 |
|  | Salary  |   | 27,419            | 42,157            | 42,579                   | 43,617            | 44,656                   | 45,694            | 27,419            | 42,157                   | 42,579                   | 43,617                   | 44,656                   | 45,69                |
|  | Social charges  | standardised estimate of 19.5%  | 5,347             | 8,221             | 8,303                    | 8,505             | 8,708                    | 8,910             | 5,347             | 8,221                    | 8,303                    | 8,505                    | 8,708                    | 8,9                  |
|  |   | Total salary costs  | 32,766            | 50,378            | 50,881                   | 52,123            | 53,363                   | 54,605            | 32,766            | 50,378                   | 50,881                   | 52,123                   | 53,363                   | 54,60                |
|  |   |   |                   |                   |                          |                   |                          |                   |                   |                          |                          |                          |                          |                      |
| Operational costs (activities)         |   |   | 2015              | 2016              | 2017                     | 2018              | 2019                     | 2020              | 2015              | 2016                     | 2017                     | 2018                     | 2019                     | 2020                 |
|  |   | ISU-CCM activities  | 57,000            | 57,000            | 57,000                   | 57,000            | 57,000                   | 57,000            | 57,000            | 57,000                   | 57,000                   | 57,000                   | 57,000                   | 57,00                |
| GICHD in-kind contributions            | E   | stimates  | 2015              | 2016              | 2017                     | 2018              | 2019                     | 2020              | 2015              | 2016                     | 2017                     | 2018                     | 2019                     | 2020                 |
| Hosting of intersessional meeting      | Conference services and m   | anagement, rent of conference rooms,<br>nterpretation (assumption 3 days) | 60,000            | 60,000            | 60,000                   | 60,000            | 60,000                   | 60,000            | 60,000            | 60,000                   | 60,000                   | 60,000                   | 60,000                   | 60,0                 |
|  | Financial management, inter   | rnal control system, audit, HR  |                   |                   |                          |                   |                          |                   | <b> </b>          |                          |                          |                          |                          | ,                    |
| Administration                         | management (incl. recruitme   | 30,000  | 45,000            | 45,000            | 45,000                   | 45,000            | 45,000                   | 30,000            | 45,000            | 45,000                   | 45,000                   | 45,000                   | 45,0                     |                      |
|  | document management, archives management, photocopy machine services, management of insurances, etc.                      |   |                   |                   |                          |                   |                          |                   |                   |                          |                          |                          |                          |                      |
| Support                                | Rent of offices, travel services, acquisition and maintenance of office and telecommunication equipment, acquisitions and |   | 40,000            | 80,000            | 80,000                   | 80,000            | 80,000                   | 80,000            | 40,000            | 80,000                   | 80,000                   | 80,000                   | 80,000                   | 80,0                 |
|  |   | maintenance of IT hardware and software licences                          |                   |                   |                          |                   |                          |                   | ļ                 |                          |                          |                          |                          |                      |
| Communication                          | Management of website and<br>Administration of sponsorshi   | 25.000  | N/A               | N/A               | N/A                      | N/A               | N/A                      | 25.000            | N/A               | N/A                      | N/A                      | N/A                      | N/A                      |                      |
| Sponsorship programme                  | Administration of Sponsorshi  | Total GICHD in-kind   | 35,000<br>165,000 | 45,000<br>230,000 | 45,000<br><b>230.000</b> | 45,000<br>230.000 | 45,000<br><b>230,000</b> | 45,000<br>230,000 | 35,000<br>165,000 | 45,000<br><b>230.000</b> | 45,000<br><b>230.000</b> | 45,000<br><b>230,000</b> | 45,000<br><b>230,000</b> | 45,0<br><b>230.0</b> |
|  |   |   | 100,000           | 200,000           | 200,000                  | 200,000           | 200,000                  | 200,000           | 100,000           | 200,000                  | 200,000                  | 200,000                  | 200,000                  | 200,0                |
| ISU CCM                                |   |   | 2015              | 2016              | 2017                     | 2018              | 2019                     | 2020              | 2015              | 2016                     | 2017                     | 2018                     | 2019                     | 2020                 |
|  | Salary costs  |   | 237,555           | 366,161           | 378,510                  | 388,439           | 398,367                  | 408,295           | 237,555           | 366,161                  | 378,510                  | 388,439                  | 378,510                  | 388,4                |
|  | Staff costs   |   | 47,200            | -                 |                          | -                 | -                        |                   | 47,200            | -                        | -                        | -                        | -                        | -                    |
|  |   | Total salary & staff costs*   | 284,755           | 366,161           | 378,510                  | 388,439           | 398,367                  | 408,295           | 284,755           | 366,161                  | 378,510                  | 388,439                  | 378,510                  | 388,4                |
|  |   | CCM notivities  | E7 000            | E7.000            | 57,000                   | E7.000            | E7.000                   | 57.00C            | 57,000            | E7.000                   | 57.000                   | 57.000                   | E7.000                   | E7.0                 |
|  | T. ( ) 0001 0   | CCM activities  | 57,000            | 57,000            | 57,000                   | 57,000            | 57,000                   | 57,000            | 57,000            | 57,000                   | 57,000                   | 57,000                   | 57,000                   | 57,0                 |
|  | i otal CCIVI Core co  | osts (financed by the CCM TF)   | 341,755           | 423,161           | 435,510                  | 445,439           | 455,367                  | 465,295           | 341,755           | 423,161                  | 435,510                  | 445,439                  | 435,510                  | 445,43               |
|  | GICHD in-kind   |   | 165,000           | 230,000           | 230,000                  | 230,000           | 230,000                  | 230,000           | 165,000           | 230,000                  | 230,000                  | 230,000                  | 230,000                  | 230,0                |
|  |   | Total ISU-CCM   | 506,755           | 653,161           | 665,510                  | 675,439           | 685,367                  | 695,295           | 506,755           | 653,161                  | 665,510                  | 675,439                  | 665,510                  | 675,4                |
|  | *Staff costs do not include p   | ossible school allowance  |                   |                   |                          |                   |                          |                   |                   |                          |                          |                          |                          |                      |

### Annex II

### Overview of indicative contributions by States Parties for 2015-2020

| INDICATIVE CONTRIBUTIONS   |                        |                                  | without change of staff                                |  |  |  |  |                                     |   |  | with change of ct-ff                     |  |  |  |  |  |  |
|--|------------------------|----------------------------------|--|--|--|--|--|-------------------------------------|---|--|--|--|--|--|--|--|--|
| States Parties   | UN scale of assessment | assessed scale of assessment     | 2015   | vithout change of si<br>2016                           | 2017                                     | 2018   | 2019                                     | 2020 To                             | otal (5 yrs)  | 2015   | with change of staff<br>2016             | 2017   | 2018   | 2019                                     | 2020 Total (   |  |  |
| Afrikanistan   | 0.005                  | 0.000                            | CHF 36.42  | CHE 43 06  | CHF 44 21                                | CHF 45.14  | CHE 46 06                                | CHF 46 08                           | CHF 261.87  | 1 CHF 36.42  | CHE 43 06                                | CHF 44 21  | CHF 45.14  | CHF 44.21                                | CHE 45 14 C  |  |  |
| Albania  | 0.010                  | 0.019                            | CHF 72.85  | CHF 86.13  | CHF 88.42                                | CHF 90.27  | CHF 92.12                                | CHF 93.96                           | CHF 523.75  | 2 CHF 72.85  | CHF 86.13                                | CHF 88.42  | CHF 90.27  | CHF 88.42                                | CHF 90.27  |  |  |
| Antiqua and Barbuda  | 0.008                  | 0.015<br>0.004                   | CHF 58.28<br>CHF 14.57                                 | CHF 68.90<br>CHF 17.23                                 | CHF 70.74<br>CHF 17.68                   | CHF 72.22<br>CHF 18.05                                 | CHF 73.69<br>CHF 18.42                   | CHF 75.17<br>CHF 18.79              | CHF 419.00<br>CHF 104.75                                    | 3 CHF 58.28<br>4 CHF 14.57   | CHF 68.90<br>CHF 17.23                   | CHF 70.74<br>CHF 17.68                                 | CHF 72.22<br>CHF 18.05                                 | CHF 70.74<br>CHF 17.68                   | CHF 72.22<br>CHF 18.05                               |  |  |
| Australia  | 2.074                  | 3.859                            | CHF 15.108.89  | CHF 17.862.82  | CHF 18.339.09                            | CHF 18.722.02  | CHF 19.104.92                            | CHF 19.487.81 C                     | HF 108.625.57   | 5 CHF 15.108.89  | CHF 17.862.82                            | CHF 18.339.09  | CHF 18.722.02  | CHF 18.339.09                            | CHF 18,722,02 CHF 1                                  |  |  |
| Austria  | 0.798                  | 1.485                            | CHF 5,813.35   | CHF 6,872.97   | CHF 7,056.22                             | CHF 7,203.56   | CHF 7,350.88                             | CHF 7,498.20                        | CHF 41,795.18   | 6 CHF 5,813.35   | CHF 6,872.97                             | CHF 7,056.22   | CHF 7,203.56   | CHF 7,056.22                             | CHF 7,203.56 CHF                                     |  |  |
| Belize   | 0.001                  | 0.002                            | CHF 7,270.34   | CHF 8.61   | CHF 8.84                                 | CHF 9.03   | CHF 9,193.21                             | CHF 9,377.43                        | CHF 52,270.16   | 8 CHF 7.28   | CHF 8.61                                 | CHF 8.84   | CHF 9,008.96   | CHF 8.84                                 | CHF 9.03   |  |  |
| Bolivia  | 0.009                  | 0.017                            | CHF 65.56  | CHF 77.51  | CHF 79.58                                | CHF 81.24  | CHF 82.90                                | CHF 84.57                           | CHF 471.37  | 9 CHF 65.56  | CHF 77.51                                | CHF 79.58  | CHF 81.24  | CHF 79.58                                | CHF 81.24  |  |  |
| Bosnia and Herzegovina  Botswana   | 0.017                  | 0.032                            | CHF 123.84   | CHF 146.42   | CHF 150.32                               | CHF 153.46   | CHF 156.60                               | CHF 159.74                          | CHF 890.37  | 10 CHF 123.84  | CHF 146.42                               | CHF 150.32   | CHF 153.46   | CHF 150.32                               | CHF 153.46 C   |  |  |
| Bulgaria   | 0.047                  | 0.087                            | CHF 342.39   | CHF 404.80   | CHF 415.59                               | CHF 424.27   | CHF 432.95                               | CHF 441.62                          | CHF 2,461.62  | 12 CHF 342.39  | CHF 404.80                               | CHF 415.59   | CHF 424.27   | CHF 415.59                               | CHF 424.27 CH  |  |  |
| Burkina Faso<br>Burundi  | 0.003                  | 0.006                            | CHF 21.85<br>CHF 7.28                                  | CHF 25.84<br>CHF 8.61                                  | CHF 26.53<br>CHF 8.84                    | CHF 27.08<br>CHF 9.03                                  | CHF 27.63<br>CHF 9.21                    | CHF 28.19<br>CHF 9.40               | CHF 157.12<br>CHF 52.37                                     | 13 CHF 21.85<br>14 CHF 7.28  | CHF 25.84<br>CHF 8.61                    | CHF 26.53<br>CHF 8.84                                  | CHF 27.08<br>CHF 9.03                                  | CHF 26.53<br>CHF 8.84                    | CHF 27.08 C  |  |  |
| Cameroon   | 0.012                  | 0.022                            | CHF 87.42  | CHF 103.35   | CHF 106.11                               | CHF 108.32   | CHF 110.54                               | CHF 112.75                          | CHF 628.50  | 15 CHF 87.42   | CHF 103.35                               | CHF 106.11   | CHF 108.32   | CHF 106.11                               | CHF 108.32   |  |  |
| Canada<br>Cana Vordo   | 2.984                  | 5.552                            | CHF 21,738.16  | CHF 25,700.42  | CHF 26,385.65                            | CHF 26,936.61  | CHF 27,487.50                            | CHF 28,038.40 C                     | HF 156,286.74   | 16 CHF 21,738.16   | CHF 25,700.42                            | CHF 26,385.65  | CHF 26,936.61  | CHF 26,385.65                            | CHF 26,936.61 CHF 1                                  |  |  |
| Chad   | 0.002                  | 0.004                            | CHF 14.57  | CHF 17.23  | CHF 17.68                                | CHF 18.05  | CHF 18.42                                | CHF 18.79                           | CHF 104.75  | 18 CHF 14.57   | CHF 17.23                                | CHF 17.68  | CHF 18.05  | CHF 17.68                                | CHF 18.05 C  |  |  |
| Chile  | 0.334                  | 0.621<br>0.002                   | CHF 2,433.16   | CHF 2,876.66   | CHF 2,953.35<br>CHF 8.84                 | CHF 3,015.02   | CHF 3,076.68                             | CHF 3,138.35                        | CHF 17,493.22   | 19 CHF 2,433.16  | CHF 2,876.66                             | CHF 2,953.35   | CHF 3,015.02   | CHF 2,953.35                             | CHF 3,015.02 CHF                                     |  |  |
| Compros<br>Congo   | 0.001<br>0.005         | 0.009                            | CHF 36.42  | CHF 43.06  | CHF 44.21                                | CHF 45.14  | CHF 46.06                                | CHF 46.98                           | CHF 52.37<br>CHF 261.87                                     | 21 CHF 36.42   | CHF 43.06                                | CHF 44.21  | CHF 45.14  | CHF 44.21                                | CHF 45.14 C  |  |  |
| Cook Islands   |                        | 0.000                            | CHF 0.00   | CHF 0.00   | CHF 0.00                                 | CHF 0.00   | CHF 0.00                                 | CHF 0.00                            | CHF 0.00  | 22 CHF 0.00  | CHF 0.00                                 | CHF 0.00   | CHF 0.00   | CHF 0.00                                 | CHF 0.00   |  |  |
| Côte d'Ivoire  | 0.038                  | 0.020                            | CHF 276.83   | CHF 327.28   | CHF 336.01<br>CHF 97.27                  | CHF 343.03   | CHF 350.04<br>CHF 101.33                 | CHF 357.06                          | CHF 1,990.25<br>CHF 576.12                                  | 23 CHF 276.83<br>24 CHF 80.13                                      | CHF 327.28<br>CHF 94.74                  | CHF 336.01   | CHF 343.03<br>CHF 99.30                                | CHF 97.27                                | CHF 343.03 CH<br>CHF 99.30 C                         |  |  |
| Croatia  | 0.126                  | 0.234                            | CHF 917.90   | CHF 1,085.21   | CHF 1,114.14                             | CHF 1,137.40   | CHF 1,160.67                             | CHF 1,183.93                        | CHF 6,599.24  | 25 CHF 917.90  | CHF 1,085.21                             | CHF 1,114.14   | CHF 1,137.40   | CHF 1,114.14                             | CHF 1,137.40 CH                                      |  |  |
| Czech Republic   | 0.386                  | 0.718                            | CHF 2,811.97   | CHF 3,324.52   | CHF 3,413.16                             | CHF 3,484.43   | CHF 3,555.69                             | CHF 3,626.95                        | CHF 20,216.72   | 26 CHF 2,811.97<br>CHF 4 917.31                                    | CHF 3,324.52                             | CHF 3,413.16   | CHF 3,484.43   | CHF 3,413.16                             | CHF 3,484.43 CHF                                     |  |  |
| Dominican Republic   | 0.045                  | 0.084                            | CHF 327.82   | CHF 387.57   | CHF 397.91                               | CHF 406.22   | CHF 414.52                               | CHF 422.83                          | CHF 2,356.87  | 28 CHF 327.82  | CHF 387.57                               | CHF 397.91   | CHF 406.22   | CHF 397.91                               | CHF 406.22 CH  |  |  |
| Ecuador<br>El Salvador   | 0.044<br>0.016         | 0.082<br>0.030                   | CHF 320.54<br>CHF 116.56                               | CHF 378.96<br>CHF 137.80                               | CHF 389.06<br>CHF 141.48                 | CHF 397.19<br>CHF 144.43                               | CHF 405.31<br>CHF 147.39                 | CHF 413.43<br>CHF 150.34            | CHF 2,304.50<br>CHF 838.00                                  | 29 CHF 320.54<br>30 CHF 116.56                                     | CHF 378.96<br>CHF 137.80                 | CHF 389.06<br>CHF 141.48                               | CHF 397.19<br>CHF 144.43                               | CHF 389.06<br>CHF 141.48                 | CHF 397.19 CH<br>CHF 144.43 C                        |  |  |
| . Fiji   | 0.003                  | 0.006                            | CHF 21.85  | CHF 25.84  | CHF 26.53                                | CHF 27.08  | CHF 27.63                                | CHF 28.19                           | CHF 157.12  | 31 CHF 21.85   | CHF 25.84                                | CHF 26.53  | CHF 27.08  | CHF 26.53                                | CHF 27.08  |  |  |
| France   | 5.593                  | 10.405                           | CHF 40,744.48  | CHF 48,171.06  | CHF 49,455.42                            | CHF 50,488.08  | CHF 51,520.64                            | CHF 52,553.20 C                     | HF 292,932.88   | 32 CHF 40,744.48   | CHF 48,171.06                            | CHF 49,455.42  | CHF 50,488.08  | CHF 49,455.42                            | CHF 50,488.08 CHF 2                                  |  |  |
| Ghana  | 7.141<br>0.014         | 0.026                            | CHF 52,021.51<br>CHF 101.99                            | CHF 61,503.58<br>CHF 120.58                            | CHF 123.79                               | CHF 64,461.90<br>CHF 126.38                            | CHF 65,/80.24<br>CHF 128.96              | CHF 67,098.59 C                     | CHF 733.25  | 34 CHF 52,021.51   | CHF 120.58                               | CHF 123.79   | CHF 64,461.90<br>CHF 126.38                            | CHF 123.79                               | CHF 126.38 C   |  |  |
| Grenada  | 0.001                  | 0.002                            | CHF 7.28   | CHF 8.61   | CHF 8.84                                 | CHF 9.03   | CHF 9.21                                 | CHF 9.40                            | CHF 52.37   | 35 CHF 7.28  | CHF 8.61                                 | CHF 8.84   | CHF 9.03   | CHF 8.84                                 | CHF 9.03   |  |  |
| Guatemala<br>Guinea  | 0.027<br>0.001         | 0.050                            | CHF 196.69   | CHF 232.54<br>CHF 8.61                                 | CHF 238.74<br>CHF 8.84                   | CHF 243.73<br>CHF 9.03                                 | CHF 248.71<br>CHF 9.21                   | CHF 253.70<br>CHF 9.40              | CHF 1,414.12<br>CHF 52.37                                   | 36 CHF 196.69<br>37 CHF 7.28                                       | CHF 232.54<br>CHF 8.61                   | CHF 238.74<br>CHF 8.84                                 | CHF 243.73<br>CHF 9.03                                 | CHF 238.74<br>CHF 8.84                   | CHF 243.73 CH  |  |  |
| Guinea-Bissau  | 0.001                  | 0.002                            | CHF 7.28   | CHF 8.61   | CHF 8.84                                 | CHF 9.03   | CHF 9.21                                 | CHF 9.40                            | CHF 52.37   | 38 CHF 7.28  | CHF 8.61                                 | CHF 8.84   | CHF 9.03   | CHF 8.84                                 | CHF 9.03   |  |  |
| Guyana<br>Holy See   | 0.001                  | 0.002                            | CHF 7.28   | CHF 8.61<br>CHF 0.00                                   | CHF 8.84<br>CHF 0.00                     | CHF 9.03<br>CHF 0.00                                   | CHF 9.21<br>CHF 0.00                     | CHF 9.40<br>CHF 0.00                | CHF 52.37<br>CHF 0.00                                       | 39 CHF 7.28<br>40 CHF 0.00   | CHF 8.61<br>CHF 0.00                     | CHF 8.84<br>CHF 0.00                                   | CHF 9.03<br>CHF 0.00                                   | CHF 8.84<br>CHF 0.00                     | CHF 9.03<br>CHF 0.00                                 |  |  |
| Honduras   | 0.008                  | 0.015                            | CHF 58.28  | CHF 68.90  | CHF 70.74                                | CHF 72.22  | CHF 73.69                                | CHF 75.17                           | CHF 419.00  | 41 CHF 58.28   | CHF 68.90                                | CHF 70.74  | CHF 72.22  | CHF 70.74                                | CHF 72.22 C  |  |  |
| Hungary  | 0.266                  | 0.495                            | CHF 1,937.78   | CHF 2,290.99   | CHF 2,352.07                             | CHF 2,401.19   | CHF 2,450.29                             | CHF 2,499.40                        | CHF 13,931.73   | 42 CHF 1,937.78  | CHF 2,290.99                             | CHF 2,352.07   | CHF 2,401.19   | CHF 2,352.07                             | CHF 2,401.19 CHF                                     |  |  |
| Ireland  | 0.418                  | 0.778                            | CHF 3,045.09   | CHF 3,600.13   | CHF 3,696.11                             | CHF 3,773.29   | CHF 3,850.46                             | CHF 3,927.63                        | CHF 21,892.71   | 44 CHF 3,045.09  | CHF 3,600.13                             | CHF 3,696.11   | CHF 3,773.29   | CHF 3,696.11                             | CHF 3,773.29 CHF                                     |  |  |
| Italy<br>Japan   | 4.448<br>10.833        | 8.275<br>20.154                  | CHF 32,403.26<br>CHF 78,917.38                         | CHF 38,309.47<br>CHF 93,301.82                         | CHF 39,330.89<br>CHF 95,789.47           | CHF 40,152.15<br>CHF 97,789.63                         | CHF 40,973.33<br>CHF 99,789.58           | CHF 41,794.50 C<br>CHF 101,789.53 C | HF 232,963.61   | 45 CHF 32,403.26<br>46 CHF 78,917.38                               | CHF 38,309.47<br>CHF 93,301.82           | CHF 39,330.89<br>CHF 95,789.47                         | CHF 40,152.15<br>CHF 97,789.63                         | CHF 39,330.89<br>CHF 95,789.47           | CHF 40,152.15 CHF 2<br>CHF 97,789.63 CHF 5           |  |  |
| 7 Lao PDR  | 0.002                  | 0.004                            | CHF 14.57  | CHF 17.23  | CHF 17.68                                | CHF 18.05  | CHF 18.42                                | CHF 18.79                           | CHF 104.75  | 47 CHF 14.57   | CHF 17.23                                | CHF 17.68  | CHF 18.05  | CHF 17.68                                | CHF 18.05 CHF  |  |  |
| Lebanon  | 0.042                  | 0.078                            | CHF 305.97   | CHF 361.74   | CHF 371.38                               | CHF 379.13   | CHF 386.89                               | CHF 394.64                          | CHF 2,199.75  | 48 CHF 305.97  | CHF 361.74                               | CHF 371.38   | CHF 379.13   | CHF 371.38                               | CHF 379.13 CH  |  |  |
| D Liechtenstein  | 0.001                  | 0.002                            | CHF 65.56  | CHF 77.51  | CHF 79.58                                | CHF 81.24  | CHF 82.90                                | CHF 84.57                           | CHF 471.37  | 50 CHF 65.56   | CHF 77.51                                | CHF 79.58  | CHF 81.24  | CHF 79.58                                | CHF 81.24 C  |  |  |
| Lithuania  | 0.073<br>0.081         | 0.136                            | CHF 531.80<br>CHF 590.08                               | CHF 628.73<br>CHF 697.63                               | CHF 645.49<br>CHF 716.23                 | CHF 658.97<br>CHF 731.19                               | CHF 672.45<br>CHF 746.14                 | CHF 685.93                          | CHF 3,823.37<br>CHF 4,242.37                                | 51 CHF 531.80<br>52 CHF 590.08                                     | CHF 628.73<br>CHF 697.63                 | CHF 645.49<br>CHF 716.23                               | CHF 658.97<br>CHF 731.19                               | CHF 645.49<br>CHF 716.23                 | CHF 658.97 CH<br>CHF 731.19 CH                       |  |  |
| Luxembourg   | 0.081                  | 0.151<br>0.004                   | CHF 590.08   | CHF 697.63   | CHF /16.23<br>CHF 17.68                  | CHF 731.19   | CHF /46.14<br>CHF 18.42                  | CHF 761.10<br>CHF 18.79             | CHF 4,242.37  | 52 CHF 590.08<br>53 CHF 14.57                                      | CHF 697.63                               | CHF /16.23   | CHF /31.19   | CHF /16.23                               | CHF /31.19 CH  |  |  |
| Mali   | 0.004                  | 0.007                            | CHF 29.14  | CHF 34.45  | CHF 35.37                                | CHF 36.11  | CHF 36.85                                | CHF 37.58                           | CHF 209.50  | 54 CHF 29.14   | CHF 34.45                                | CHF 35.37  | CHF 36.11  | CHF 35.37                                | CHF 36.11 C  |  |  |
| Maita<br>Mauritania  | 0.016                  | 0.030<br>0.004                   | CHF 116.56<br>CHF 14.57                                | CHF 137.80<br>CHF 17.23                                | CHF 141.48<br>CHF 17.68                  | CHF 144.43<br>CHF 18.05                                | CHF 147.39<br>CHF 18.42                  | CHF 150.34<br>CHF 18.79             | CHF 838.00<br>CHF 104.75                                    | 55 CHF 116.56<br>56 CHF 14.57                                      | CHF 137.80<br>CHF 17.23                  | CHF 141.48<br>CHF 17.68                                | CHF 144.43<br>CHF 18.05                                | CHF 141.48<br>CHF 17.68                  | CHF 144.43 CHF 18.05 C                               |  |  |
| Mexico   | 1.842                  | 3.427                            | CHF 13.418.80  | CHF 15,864.67  | CHF 16,287.66                            | CHF 16,627.76  | CHF 16,967.82                            | CHF 17,307.89                       | CHF 96,474.59   | 57 CHF 13,418.80   | CHF 15.864.67                            | CHF 16,287.66  | CHF 16,627.76  | CHF 16,287.66                            | CHF 16,627.76 CHF                                    |  |  |
| Monaco   | 0.012                  | 0.022                            | CHF 87.42  | CHF 103.35   | CHF 106.11                               | CHF 108.32   | CHF 110.54                               | CHF 112.75                          | CHF 628.50  | 58 CHF 87.42   | CHF 103.35                               | CHF 106.11   | CHF 108.32   | CHF 106.11                               | CHF 108.32 C   |  |  |
| Mozambique   | 0.003                  | 0.006                            | CHF 21.85  | CHF 25.84  | CHF 26.53                                | CHF 27.08  | CHF 46.06                                | CHF 28.19                           | CHF 157.12  | 60 CHF 21.85   | CHF 25.84                                | CHF 26.53  | CHF 27.08  | CHF 26.53                                | CHF 27.08  |  |  |
| Nauru<br>Netherlands   | 0.001<br>1.654         | 0.002                            | CHF 7.28   | CHF 8.61<br>CHF 14,245.47                              | CHF 8.84                                 | CHF 9.03<br>CHF 14,930.68                              | CHF 9.21<br>CHF 15,236.03                | CHF 9.40                            | CHF 52.37   | 61 CHF 7.28<br>62 CHF 12,049.23                                    | CHF 8.61<br>CHF 14,245.47                | CHF 8.84<br>CHF 14,625.29                              | CHF 9.03<br>CHF 14,930.68                              | CHF 8.84<br>CHF 14,625.29                | CHF 9.03<br>CHF 14,930.68 CHF                        |  |  |
| New Zealand  | 0.253                  | 0.471                            | CHF 1,843.08   | CHF 2,179.02   | CHF 2,237.12                             | CHF 2,283.83   | CHF 2,330.54                             | CHF 2,377.25                        | CHF 13,250.85   | 63 CHF 1,843.08  | CHF 2,179.02                             | CHF 2,237.12   | CHF 2,283.83   | CHF 2,237.12                             | CHF 2,283.83 CHF                                     |  |  |
| Nicaragua  | 0.003                  | 0.006                            | CHF 21.85  | CHF 25.84  | CHF 26.53                                | CHF 27.08  | CHF 27.63                                | CHF 28.19                           | CHF 157.12  | 64 CHF 21.85   | CHF 25.84                                | CHF 26.53  | CHF 27.08  | CHF 26.53                                | CHF 27.08 C  |  |  |
| Norway   | 0.002                  | 0.004<br>1.583                   | CHF 14.57<br>CHF 6,199.45                              | CHF 17.23<br>CHF 7,329.44                              | CHF 17.68<br>CHF 7,524.86                | CHF 7,681.99   | CHF 18.42<br>CHF 7,839.10                | CHF 18.79<br>CHF 7,996.21           | CHF 104.75  | 65 CHF 14.57<br>66 CHF 6,199.45                                    | CHF 17.23<br>CHF 7,329.44                | CHF 17.68<br>CHF 7,524.86                              | CHF 18.05<br>CHF 7,681.99                              | CHF 17.68<br>CHF 7,524.86                | CHF 18.05 CHF 7,681.99 CHF                           |  |  |
| Panama   | 0.026                  | 0.048                            | CHF 189.41   | CHF 223.93   | CHF 229.90                               | CHF 234.70   | CHF 239.50                               | CHF 244.30                          | CHF 1,361.75  | 67 CHF 189.41  | CHF 223.93                               | CHF 229.90   | CHF 234.70   | CHF 229.90                               | CHF 234.70 CH  |  |  |
| Paraguay<br>Peru   | 0.010<br>0.117         | 0.019<br>0.218                   | CHF 72.85  | CHF 86.13<br>CHF 1.007.69                              | CHF 88.42<br>CHF 1.034.56                | CHF 90.27<br>CHF 1.056.16                              | CHF 92.12<br>CHF 1.077.76                | CHF 93.96<br>CHF 1.099.36           | CHF 523.75<br>CHF 6.127.86                                  | 68 CHF 72.85<br>69 CHF 852.33                                      | CHF 86.13<br>CHF 1.007.69                | CHF 88.42<br>CHF 1.034.56                              | CHF 90.27<br>CHF 1.056.16                              | CHF 88.42<br>CHF 1.034.56                | CHF 90.27 CHF 1.056.16 CH                            |  |  |
| Portugal   | 0.474                  | 0.882                            | CHF 3,453.05   | CHF 4,082.44   | CHF 4,191.29                             | CHF 4,278.80   | CHF 4,366.31                             | CHF 4,453.82                        | CHF 24,825.71   | 70 CHF 3,453.05  | CHF 4,082.44                             | CHF 4,191.29   | CHF 4,278.80   | CHF 4,191.29                             | CHF 4,278.80 CHF                                     |  |  |
| Republic of Moldova<br>Saint Kitts and Nevis                                       | 0.003<br>0.001         | 0.006<br>0.002                   | CHF 21.85<br>CHF 7.28                                  | CHF 25.84<br>CHF 8.61                                  | CHF 26.53<br>CHF 8.84                    | CHF 27.08<br>CHF 9.03                                  | CHF 27.63<br>CHF 9.21                    | CHF 28.19<br>CHF 9.40               | CHF 157.12<br>CHF 52.37                                     | 71 CHF 21.85<br>72 CHF 7.28  | CHF 25.84<br>CHF 8.61                    | CHF 26.53<br>CHF 8.84                                  | CHF 27.08<br>CHF 9.03                                  | CHF 26.53<br>CHF 8.84                    | CHF 27.08 CHF 9.03                                   |  |  |
| Saint Vincent and the Grenadines   | 0.001                  | 0.002                            | CHF 7.28   | CHF 8.61   | CHF 8.84                                 | CHF 9.03   | CHF 9.21                                 | CHF 9.40                            | CHF 52.37   | 73 CHF 7.28  | CHF 8.61                                 | CHF 8.84   | CHF 9.03   | CHF 8.84                                 | CHF 9.03   |  |  |
| Samoa<br>San Marino  | 0.001                  | 0.002                            | CHF 7.28   | CHF 8.61   | CHF 8.84                                 | CHF 9.03   | CHF 9.21                                 | CHF 9.40                            | CHF 52.37   | 74 CHF 7.28  | CHF 8.61                                 | CHF 8.84   | CHF 9.03   | CHF 8.84                                 | CHF 9.03<br>CHF 27.08                                |  |  |
| Senegal  | 0.006                  | 0.011                            | CHF 43.71  | CHF 51.68  | CHF 53.05                                | CHF 54.16  | CHF 55.27                                | CHF 56.38                           | CHF 314.25  | 76 CHF 43.71   | CHF 51.68                                | CHF 53.05  | CHF 54.16  | CHF 53.05                                | CHF 54.16 C  |  |  |
| Seychelles<br>Sierra Leone   | 0.001<br>0.001         | 0.002<br>0.002                   | CHF 7.28<br>CHF 7.28                                   | CHF 8.61<br>CHF 8.61                                   | CHF 8.84<br>CHF 8.84                     | CHF 9.03<br>CHF 9.03                                   | CHF 9.21<br>CHF 9.21                     | CHF 9.40                            | CHF 52.37<br>CHF 52.37                                      | 77 CHF 7.28<br>78 CHF 7.28   | CHF 8.61<br>CHF 8.61                     | CHF 8.84<br>CHF 8.84                                   | CHF 9.03<br>CHF 9.03                                   | CHF 8.84<br>CHF 8.84                     | CHF 9.03<br>CHF 9.03                                 |  |  |
| Slovenia   | 0.100                  | 0.186                            | CHF 728.49   | CHF 861.27   | CHF 884.24                               | CHF 902.70   | CHF 921.16                               | CHF 939.62                          | CHF 5,237.49  | 79 CHF 728.49  | CHF 861.27                               | CHF 884.24   | CHF 902.70   | CHF 884.24                               | CHF 902.70 CH  |  |  |
| South Africa   | 0.372                  | 0.692                            | CHF 2,709.98   | CHF 3,203.94   | CHF 3,289.36                             | CHF 3,358.05   | CHF 3,426.73                             | CHF 3,495.40                        |   | 80 CHF 2,709.98  | CHF 3,203.94                             | CHF 3,289.36   | CHF 3,358.05   | CHF 3,289.36                             | CHF 3,358.05 CHF                                     |  |  |
| Spain<br>State of Palestine  | 2.973                  | 5.531<br>0.000                   | CHF 21,658.02  | CHF 25,605.68<br>CHF 0.00                              | CHF 26,288.39<br>CHF 0.00                | CHF 26,837.31<br>CHF 0.00                              | CHF 27,386.17<br>CHF 0.00                | CHF 27,935.04 C                     | HF 155,710.61<br>CHF 0.00                                   | 81 CHF 21,658.02<br>82 CHF 0.00                                    | CHF 25,605.68<br>CHF 0.00                | CHF 26,288.39<br>CHF 0.00                              | CHF 26,837.31<br>CHF 0.00                              | CHF 26,288.39<br>CHF 0.00                | CHF 26,837.31 CHF 1                                  |  |  |
| Swaziland  | 0.003                  | 0.006                            | CHF 21.85  | CHF 25.84  | CHF 26.53                                | CHF 27.08  | CHF 27.63                                | CHF 28.19                           | CHF 157.12  | 83 CHF 21.85   | CHF 25.84                                | CHF 26.53  | CHF 27.08  | CHF 26.53                                | CHF 27.08  |  |  |
| Sweden<br>Switzerland  | 0.960                  | 1.786                            | CHF 6,993.51   | CHF 8,268.23   | CHF 8,488.68                             | CHF 8,665.93   | CHF 8,843.16                             | CHF 9,020.40                        | CHF 50,279.91   | 84 CHF 6,993.51  | CHF 8,268.23                             | CHF 9,488.68   | CHF 8,665.93   | CHF 8,488.68                             | CHF 8,665.93 CHF                                     |  |  |
| The former Yugoslav Republic of Macedonia  | 0.008                  | 0.015                            | CHF 58.28  | CHF 68.90  | CHF 70.74                                | CHF 72.22  | CHF 73.69                                | CHF 75.17                           | CHF 419.00  | 86 CHF 58.28   | CHF 68.90                                | CHF 70.74  | CHF 72.22  | CHF 70.74                                | CHF 72.22 CHF  |  |  |
| Togo   | 0.001<br>0.044         | 0.002                            | CHF 7.28<br>CHF 320.54                                 | CHF 8.61<br>CHF 378.96                                 | CHF 8.84<br>CHF 389.06                   | CHF 9.03<br>CHF 397.19                                 | CHF 9.21<br>CHF 405.31                   | CHF 9.40                            | CHF 52.37   | 87 CHF 7.28<br>88 CHF 320.54                                       | CHF 8.61<br>CHF 378.96                   | CHF 8.84<br>CHF 389.06                                 | CHF 9.03<br>CHF 397.19                                 | CHF 8.84<br>CHF 389.06                   | CHF 9.03<br>CHF 397.19 CH                            |  |  |
| Tripidad and Tohago  |                        |                                  |  | Cnr 3/6.9b   | UNF 369.06                               | CDF 397.19   | UNIT 405.31                              | UNF 413.43                          | CHF 2,304.50  | Unr 320.54   | URF 376.96                               | URF 369.06   | Unr 397.19   | CDF 369.0b                               | CHF 397.19 CH  |  |  |
| Trinidad and Tobago<br>Tunesia   | 0.036                  | 0.067                            | CHF 262.26   | CHF 310.06   | CHF 318.33                               | CHF 324.97   | CHF 331.62                               | CHF 338.26                          | CHF 1,885.50  | 89 CHF 262.26  | CHF 310.06                               | CHF 318.33   | CHF 324.97   | CHF 318.33                               |  |  |  |
| Trinidad and Tobago<br>Tunesia<br>United Kingdon of Great Britain and Northern Ire | 0.036                  | 9.635                            | CHF 262.26<br>CHF 37,728.53                            | CHF 310.06<br>CHF 44,605.38                            | CHF 318.33<br>CHF 45,794.67              | CHF 324.97<br>CHF 46,750.90                            | CHF 331.62<br>CHF 47,707.03              | CHF 338.26<br>CHF 48,663.16 C       | CHF 1,885.50<br>HF 271,249.67                               | 89 CHF 262.26<br>90 CHF 37,728.53                                  | CHF 310.06<br>CHF 44,605.38              | CHF 318.33<br>CHF 45,794.67                            | CHF 324.97<br>CHF 46,750.90                            | CHF 318.33<br>CHF 45,794.67              | CHF 46,750.90 CHF 2                                  |  |  |
| Tunesia  | 0.036                  | 0.067<br>9.635<br>0.097<br>0.011 | CHF 262.26<br>CHF 37,728.53<br>CHF 378.82<br>CHF 43.71 | CHF 310.06<br>CHF 44,605.38<br>CHF 447.86<br>CHF 51.68 | CHF 45,794.67<br>CHF 459.80<br>CHF 53.05 | CHF 324.97<br>CHF 46,750.90<br>CHF 469.40<br>CHF 54.16 | CHF 47,707.03<br>CHF 479.00<br>CHF 55.27 | CHF 488.60                          | CHF 1,885.50<br>HF 271,249.67<br>CHF 2,723.50<br>CHF 314.25 | 89 CHF 262.26<br>90 CHF 37,728.53<br>91 CHF 378.82<br>92 CHF 43,71 | CHF 44,605.38<br>CHF 447.86<br>CHF 51.68 | CHF 318.33<br>CHF 45,794.67<br>CHF 459.80<br>CHF 53.05 | CHF 324.97<br>CHF 46,750.90<br>CHF 469.40<br>CHF 54.16 | CHF 45,794.67<br>CHF 459.80<br>CHF 53.05 | CHF 46,750.90 CHF 2<br>CHF 469.40 CH<br>CHF 54.16 CH |  |  |

#### **Annex III**

### Overview of decisions taken by states parties on the ISU<sup>1</sup>

#### Tasks and responsibilities of the CCM ISU

- 1. States Parties defined the ISU's tasks and responsibilities in the ISU Directive, adopted by the Second Meeting of States Parties (CCM/MSP/2011/WP.9: Directive from the States Parties to the Convention on Cluster Munitions to the Implementation Support Unit).
- 2. According to the Directive, the ISU shall support States Parties, inter alia, in the following ways:
- (a) Assist the President in all aspects of the presidency, support the Coordinators in their efforts, prepare, support and follow-up from formal and informal meetings of the Convention, offer advice and support to States Parties on the implementation;
- (b) Develop and maintain a resource base of relevant technical expertise and, upon request, provide States Parties with such expertise;
- (c) Facilitate communication among States Parties, and with all relevant other actors, cooperate and coordinate with relevant actors and maintain public relations, including efforts to promote the universalization of the Convention;
- (d) Keep records of formal and informal meetings under the Convention and other relevant expertise and information pertaining to the implementation of the Convention;
- (e) Organise the set-up of a sponsorship programme assisted by the host and provide guidance, input and support to the programme.

#### Structure and format of the ISU

- 3. The Fourth Meeting of States Parties held in Lusaka decided to establish an ISU of up to 2.5 staff (final document: CCM/MSP/2013/6, para. 29).
- 4. In accordance with this decision and consultations held by former Presidents of Meetings of States Parties, it is suggested that this small and effective structure be led by a Director and staffed with 1.5 staff members (FTE + 50 % FTE- full-time equivalent). An outline of the responsibilities of the new ISU staff may include the following:
- (a) Director: report to the States Parties on the implementation of the Directive. Manage and direct the ISU and its staff. Maintain a close dialogue with the President and the Coordinators to ensure consistency of efforts and a clear direction, including on draft documents produced by the ISU. Prepare annual work plans and budgets as well as annual reports on the activities and finances of the ISU to States Parties. Assist the President in preparing and convening both formal and informal meetings. Keep records of formal and

<sup>&</sup>lt;sup>1</sup> Document CCM/MSP/2011/5, para 29 (Second Meeting of States Parties, Final Document), document CCM/MSP/2012/5, paras 25-27 (Third Meeting of States Parties, final document), document CCM/MSP/2013/6, paras 29-35 (Fourth Meeting of States Parties, final document), and document CCM/MSP/2014/6, paras 25-27 (Fifth Meeting of States Parties, final document).

informal meetings of the Convention. Responsible for all public relations and external communications, liaise with relevant organisations and institutions and external actors.

- (b) Implementation Support Specialist: report to the Director of the ISU and function as Acting Director in the Director's absence. Assist the Coordinators in preparing and convening meetings on their various thematic responsibilities, and in their outreach and bilateral dialogue with states having obligations to fulfill as well as relevant organisations and institutions. Support States Parties in understanding the nature and extent of their obligations under the Convention. Maintain a resource base of available and relevant technical expertise within the various thematic areas and on request assist States Parties in coming into contact with such expertise. Contract relevant technical expertise in support of specific activities and projects organised by the President or the Coordinators, including for development of substantive documents.
- (c) Implementation Support Assistant: assist the Director and the Implementation Support Specialist with practical, administrative and substantive matters. Maintain databases on substantive, technical and administrative matters, including documentation from formal and informal meetings under the Convention. Manage the Convention's webpage. Draft reports, summaries etc. from meetings as necessary.

#### Location of the ISU

- 5. The ISU will be hosted by the Geneva International Centre for Humanitarian Demining (GICHD), as decided by States Parties in the Second Meeting of States Parties, and reaffirmed in the Third and Fourth Meeting of States Parties. While hosted by the Geneva International Centre for Humanitarian Demining, shall be independent and shall not be formally linked to any other Implementation Support Unit.
- 6. The president of the Fourth Meeting of States Parties has concluded, in consultations with the States Parties, and agreement with the GICHD on the hosting of the ISU, as contained in document CCM/MSP/2014/INF/1.

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