

Convention on Cluster Munitions

13 October 2010

Original: English

First Meeting of the States Parties

Vientiane, Lao People's Democratic Republic

9–12 November 2010

Item 11 of the provisional agenda

Operation and status of the Convention

Draft Reporting formats for article 7 of the Convention on Cluster Munitions

Submitted by the President-Designate¹

¹ Prepared by Belgium as Friend of the President.

Cover page² of the annual article 7 report

Name of State [Party]: _____

Reporting period: _____ to _____
(dd/mm/yyyy) (dd/mm/yyyy)

Form A: National implementation measures: changed unchanged (last reporting: yyyy)	Form F: Contaminated areas and clearance: changed unchanged (last reporting: yyyy) non applicable
Form B: Stockpiles and destruction: changed unchanged (last reporting: yyyy) non applicable	Form G: Warning to the population and risk education: changed unchanged (last reporting: yyyy) non applicable
Form C: Technical characteristics of each type produced/owned or possessed: changed unchanged (last reporting: yyyy) non applicable	Form H: Victim assistance: changed unchanged (last reporting: yyyy) non applicable
Form D: Cluster munitions retained and transferred: changed unchanged (last reporting: yyyy) non applicable	Form I: National resources and international cooperation and Assistance: changed unchanged (last reporting: yyyy) non applicable
Form E: Status of conversion programmes: changed unchanged (last reporting: yyyy) non applicable	Form J: Other relevant matters: changed unchanged (last reporting: yyyy) non applicable

² Notes on using the cover page:

1. The cover page could be used as a complement to submitting detailed forms adopted at the Meetings of the States parties in instances when the information to be provided in some of the forms in an annual report is the same as in past reports. That is, when using the cover page, only forms within which there is new information would need to be submitted.
2. The cover page could be used as a substitute for submitting detailed forms adopted at the Meetings of the States parties only if all of the information to be provided in an annual report is the same as in past reports.
3. If an indication is made on the cover sheet that the information to be provided with respect to a particular form would be unchanged in relationship to a previous year's form, the date of submission of the previous form should be clearly indicated.
4. The cover page may be used for subsequent annual reports and is not to be used for the initial Article 7 report submission.

Convention on Cluster Munitions

Reporting formats for article 7 of the Convention on Cluster Munitions

State [Party]:

National point(s) of contact (organization, telephones, fax, e-mail):

--

Date of submission: [day/month/year]

Reporting time period from [day/month] **to** [day/month/year]

NOTE : all data **shaded in gray** is provided on a VOLUNTARY basis but pertains to compliance and implementation not covered by the formal reporting requirements contained in article 7.

* In accordance with art. 7, para. 1, subpara. (l).

4 Form A National implementation measures

Article 7, paragraph 1

“Each State Party shall report to the Secretary-General ... on:

(a) The national implementation measures referred to in article 9;”

Remark: In accordance with article 9 “Each State Party shall take all appropriate legal, administrative and other measures to implement this Convention, including the imposition of penal sanctions, to prevent and suppress any activity prohibited to a State Party under this Convention undertaken by persons or on territory under its jurisdiction or control.”

State [Party]:

Reporting for time period from to

Legal, administrative and other measures taken to implement the CCM (including imposition of penal sanctions)	Supplementary information (e.g., text and effective date of implementation measures, including legislation, administrative measures, policies and directives, training of military forces)

Form B Stockpiles and destruction of cluster munitions

Part I: Stockpiled cluster munitions

Article 7, paragraph 1

“Each State Party shall report to the Secretary-General ... on:

- (b) The total of all cluster munitions, including explosive submunitions, referred to in paragraph 1 of article 3 of this Convention, to include a breakdown of their type, quantity and, if possible, lot numbers of each type;
- [...]
- (g) Stockpiles of cluster munitions, including explosive submunitions, discovered after reported completion of the programme referred to in subparagraph (e) of this paragraph, and plans for their destruction in accordance with article 3 of this Convention;”

State [Party]:

Reporting for time period from to

1. The total of all cluster munitions and explosive submunitions, stockpiled under the jurisdiction and control of the State Party

The following table does not include munitions retained for the purpose of training and expertise (in accordance with art. 3, para. 6) reported in form C.

Cluster munition type	Quantity	Lot number (if possible)	Explosive submunition type	Total quantity of explosive submunitions	Lot number (if possible)	Supplementary information
Total			Total			

2. Additional stockpiles discovered after reported completion of the programme for destruction

<i>Cluster munition type</i>	<i>Quantity discovered</i>	<i>Lot number (if possible)</i>	<i>Explosive submunition type</i>	<i>Total quantity of explosive submunitions</i>	<i>Lot number (if possible)</i>	<i>Plans for destruction</i>	<i>Where, when and how discovered</i>	<i>Supplementary information</i>
Total			Total					

3. Status and progress ... in separating all CM under its jurisdiction and control from other munitions retained for operational use and marking them for the purpose of destruction (ref. art. 3, para. 1)

<i>Cluster munition type</i>	<i>Quantity separated and marked for destruction</i>	<i>Lot numbers (if possible)</i>	<i>Explosive submunition type</i>	<i>Total quantity separated and marked for destruction</i>	<i>Lot numbers (if possible)</i>	<i>Supplementary information</i>
Total			Total			

Form B Stockpiles and destruction of cluster munitions (*continued*)

Part II: Status of programmes for the destruction of cluster munitions

Article 7, paragraph 1

“Each State Party shall report to the Secretary-General ... on:

- (e) The status and progress of programmes for the destruction, in accordance with article 3 of this Convention, of cluster munitions, including explosive submunitions, with details of the methods that will be used in destruction, the location of all destruction sites and the applicable safety and environmental standards to be observed;
- (f) The types and quantities of cluster munitions, including explosive submunitions, destroyed in accordance with article 3 of this Convention, including details of the methods of destruction used, the location of the destruction sites and the applicable safety and environmental standards observed;
- (g) Stockpiles of cluster munitions, including explosive submunitions, discovered after reported completion of the programme referred to in subparagraph (e) of this paragraph, and plans for their destruction in accordance with article 3 of this Convention;”

State [Party]:

Reporting for time period from to

1. Status and progress of destruction programmes (art. 3)

Status

Plans, general information, timeline

Methods that will be used¹

Name and location of destruction sites that will be used

Applicable safety and environmental standards to be observed

Progress since last report

Supplementary information

¹ Reference to Form B (4).

2. Destruction of cluster munitions, including explosive submunitions, completed BEFORE the entry into force for the State Party (ONLY for initial reports)

<i>Cluster munition type</i>	<i>Quantity destroyed</i>	<i>Lot number (if possible)</i>	<i>Explosive submunition type</i>	<i>Quantity destroyed</i>	<i>Lot numbers (if possible)</i>	<i>Date of completion</i>	<i>Location of destruction sites</i>	<i>Supplementary information</i>
Total			Total					

3. Types and quantities of cluster munitions, including explosive submunitions, destroyed in accordance with article 3

(a) After entry into force

<i>Cluster munition type</i>	<i>Quantity destroyed</i>	<i>Lot number (if possible)</i>	<i>Explosive submunition type</i>	<i>Quantity destroyed*</i>	<i>Lot number (if possible)</i>	<i>Date of completion</i>	<i>Location of destruction sites</i>	<i>Supplementary information</i>
Total			Total					

(b) Additional stockpiles destroyed after reported completion of the programme for destruction

<i>Cluster munition type</i>	<i>Quantity destroyed</i>	<i>Lot number (if possible)</i>	<i>Explosive submunition type</i>	<i>Quantity destroyed*</i>	<i>Lot number (if possible)</i>	<i>Plans for destruction</i>	<i>Progress in destruction/ Date of completion</i>
Total			Total				

* INCLUDING explosive submunitions which are not contained in a cluster munition.

4. Methods of destruction used

<i>Cluster munition type</i>	<i>Details of the methods of destruction used</i>

<i>Explosive submunition type</i>	<i>Details of the methods of destruction used</i>

5. Applicable safety and environmental standards observed in destruction

--

6. Challenges and international assistance and cooperation needed for the implementation of article 3

<i>Activity</i>	<i>Description</i>	<i>Time period</i>	<i>Need</i>

10 **Form C Cluster munitions retained or transferred****Article 3, paragraph 8**

“States Parties retaining, acquiring or transferring cluster munitions or explosive submunitions for the purposes described in paragraphs 6 and 7 of this article shall submit a detailed report on the planned and actual use of these cluster munitions and explosive submunitions and their type, quantity and lot numbers. If cluster munitions or explosive submunitions are transferred to another State Party for these purposes, the report shall include reference to the receiving party. Such a report shall be prepared for each year during which a State Party retained, acquired or transferred cluster munitions or explosive submunitions and shall be submitted to the Secretary-General of the United Nations (...).”

State [Party]:

Reporting for time period from to

1. Type of cluster munitions or explosive submunitions RETAINED in accordance with article 3, paragraph 6

<i>Cluster munition type</i>	<i>Quantity</i>	<i>Lot number</i>	<i>Explosive submunition type</i>	<i>Quantity</i>	<i>Lot number</i>	<i>Planned use</i>	<i>Supplementary information</i>
Total			Total				

2. Type of cluster munitions or explosive submunitions ACQUIRED in accordance with article 3, paragraph 6

<i>Cluster munition type</i>	<i>Quantity</i>	<i>Lot number</i>	<i>Explosive submunition type</i>	<i>Quantity</i>	<i>Lot number</i>	<i>Planned use</i>	<i>Supplementary information</i>
Total			Total				

3. Retained/acquired cluster munitions or explosive submunitions used during reporting period in accordance with article 3, paragraph 6

<i>Cluster munition type</i>	<i>Quantity used</i>	<i>Lot number</i>	<i>Explosive submunition type</i>	<i>Quantity used</i>	<i>Lot number</i>	<i>Description of actual use</i>	<i>Supplementary information (e.g. origin)</i>
Total			Total				

4. Type of cluster munitions or explosive submunitions transferred in accordance with article 3, paragraph 7

<i>Cluster munition type</i>	<i>Quantity</i>	<i>Lot number</i>	<i>Explosive submunition type</i>	<i>Quantity</i>	<i>Lot number</i>	<i>Purpose of transfer</i>	<i>Receiving State Party</i>	<i>Supplementary information (e.g. steps taken to ensure destruction in receiving State)</i>
Total			Total					

12 Form D Technical characteristics of each type produced/owned or possessed

Article 7, paragraph 1

“Each State Party shall report to the Secretary-General ... on:

- (c) The technical characteristics of each type of cluster munition produced by that State Party prior to entry into force of this Convention for it, to the extent known, and those currently owned or possessed by it, giving, where reasonably possible, such categories of information as may facilitate identification and clearance of cluster munitions; at a minimum, this information shall include the dimensions, fusing, explosive content, metallic content, colour photographs and other information that may facilitate the clearance of cluster munition remnants;”

State [Party]:

Reporting for time period from to

<i>Cluster munition type*</i>	<i>Dimensions of cluster munition</i>	<i>Cluster munition explosive content (type and weight)</i>	<i>Explosive submunition type and number*</i>	<i>Dimensions of explosive submunition</i>	<i>Submunition fusing</i>	<i>Submunition explosive content (type and weight)</i>	<i>Submunition metallic content (type and weight)</i>	<i>Other information that may facilitate clearance</i>

* Please attach data sheets including colour photographs.

Form E Status and progress of programmes for conversion or decommissioning of production facilities

Article 7, paragraph 1

“Each State Party shall report to the Secretary-General ... on:

- (d) The status and progress of programmes for the conversion or decommissioning of production facilities for cluster munitions;”

State [Party]:

Reporting for time period from **to**

<i>Name and location of production facility</i>	<i>Indicate if to “convert” or “decommission”</i>	<i>Status (indicate if “in process” or “completed”) and progress of the programme</i>	<i>Supplementary information (e.g. plans and timetable for completion)</i>

14 **Form F Contaminated areas and clearance****Article 7, paragraph 1**

“Each State Party shall report to the Secretary-General ... on:

- (h) To the extent possible, the size and location of all cluster munition contaminated areas under its jurisdiction or control, to include as much detail as possible regarding the type and quantity of each type of cluster munition remnant in each such area and when they were used;
- (i) The status and progress of programmes for the clearance and destruction of all types and quantities of cluster munition remnants cleared and destroyed in accordance with article 4 of this Convention, to include the size and location of the cluster munition contaminated area cleared and a breakdown to the quantity of each type of cluster munition remnant cleared and destroyed;”

State [Party]:

Reporting for time period from to

1. Size and location of cluster munition contaminated area*

Location**	Size of contaminated area (m ²)	Cluster munition remnants		Estimated or known date of contamination	Method used to estimate suspected area	Supplementary information
		Type	Estimated quantity			
Total		Total				

* If necessary, a separate table for each area may be provided.

** Location can be defined by listing the province/district/village where contaminated areas are located as well as (where possible) map references and grid coordinates sufficient to define the contaminated area.

2. Land release

Provide information on the release of land previously suspected to contain cluster munition remnants by methods other than clearance.

<i>Location #</i>	<i>Size of area (m²)</i>	<i>Date of release</i>	<i>Method of release (technical or non-technical survey)</i>

3. Status and progress of programmes for the clearance of cluster munitions remnants

<i>Location**</i>	<i>Size of cleared area (m²)</i>	<i>Status of clearing programme (if possible, including plans, time table and completion date)</i>	<i>Cluster munition remnant cleared</i>		<i>Clearance method</i>	<i>Standards applied</i>	
			<i>Type</i>	<i>Quantity</i>		<i>Safety standards</i>	<i>Environmental standards</i>
Total			Total				

* If necessary, a separate table for each area may be provided.

** Location can be defined by listing the province/district/village where contaminated areas are located as well as (where possible) map references and grid coordinates sufficient to define the contaminated area. Where possible, refer to the corresponding contaminated area described in [Form F, table 1].

Supplementary information

[narrative]

4. Status and progress of programme(s) for the destruction of cluster munition remnants***

<i>Location</i>	<i>Status of destruction programme (if possible, including plans, time table and completion date)</i>	<i>Cluster munition remnants</i>		<i>Destruction method</i>	<i>Standards applied</i>	
		<i>Type</i>	<i>Quantity</i>		<i>Safety standards</i>	<i>Environmental standards</i>
		Total				

* If necessary, a separate table for each area may be provided.

** This table is only for use for those cluster munitions remnants that were not destroyed during a clearance programme (for example cluster munition remnants cleared and subsequently destroyed elsewhere or abandoned cluster munitions).

Supplementary information

--

5. Challenges and international assistance and cooperation needed for the implementation of article 4

<i>Activity</i>	<i>Description</i>	<i>Time period</i>	<i>Need</i>

Form G Measures to provide warning to the population and risk education

Article 7, paragraph 1

“Each State Party shall report to the Secretary-General ... on:

- (j) The measures taken to provide risk reduction education and, in particular, an immediate and effective warning to civilians living in cluster munition contaminated areas under its jurisdiction or control;”

State [Party]:

Reporting for time period from to

1. Measures taken to provide risk reduction education

[narrative]

2. Measures taken for effective warning of the population

[narrative]

Form H Victim assistance: status and progress of implementation of the obligations under article 5

Article 7, paragraph 1

“Each State Party shall report to the Secretary-General ... on:

- (k) The status and progress of implementation of its obligations under article 5 of this Convention to adequately provide age- and gender-sensitive assistance, including medical care, rehabilitation and psychological support, as well as provide for social and economic inclusion of cluster munition victims and to collect reliable relevant data with respect to cluster munition victims;”

State [Party]:

Reporting for time period from to

1. National focal point/coordination mechanism for the implementation of article 5 (specify name and contact information of government body responsible)

2. Data collection and assessment of the needs of cluster munitions victims (please indicate gender and age of survivors as well as information on affected families and communities)

[narrative]

3. Development and implementation of national laws and policies for implementation of article 5

[narrative]

4. National plan and budget, including timeframes to carry out these activities

[narrative]

Note: If necessary, plans/budgets may be provided separately.

5. Efforts to closely consult with and actively involve cluster munition victims and their representative organisations in victim assistance planning and implementation

[narrative]

6. Assistance services (including medical care, physical rehabilitation, psychological support, and social and economic inclusion)

<i>Type of service (medical care, physical rehabilitation, psychological support, social and economic inclusion)</i>	<i>Implementing agency</i>	<i>Description of service (progress, types of services, number of persons assisted, time period)</i>

7. Steps taken to mobilize national and international resources

[narrative]

8. Needs for international assistance and cooperation

<i>Activity</i>	<i>Description</i>	<i>Time period</i>	<i>Need</i>

9. Efforts undertaken to raise awareness of the rights of cluster munition victims and persons with other disabilities



Form I National resources and international cooperation and assistance

Article 7, paragraph 1

“Each State Party shall report to the Secretary-General ... on:

- (m) The amount of national resources, including financial, material or in kind, allocated to the implementation of articles 3, 4 and 5 of this Convention; and
- (n) The amounts, types and destinations of international cooperation and assistance provided under article 6 of this Convention.

State [Party]:

Reporting for time period from to

[Narrative:] Not applicable

1. National resources allocated

Activity	Sector (stockpile destruction, clearance, risk education, victim assistance, advocacy)	Amount of national resources (list currency)	Type of resources (e.g. financial, material, in kind)

2. International cooperation and assistance provided

Destination	Sector (stockpile destruction, clearance, risk education, victim assistance, advocacy)	Amount (list currency)	Type of cooperation or assistance (financial, material or in kind)	Details (including date allocated, intermediary destinations such as trust funds, project details, timeframes)

3. International cooperation and assistance needed

(a) For the implementation of article 3: Stockpile destruction

Activity	Description	Time period	Need

(b) For the implementation of article 4: Clearance and risk education

Activity	Description	Time period	Need

(c) For the implementation of article 5: Victim assistance

Activity	Description	Time period	Need

4. Assistance provided by State Parties to another State for cluster munitions used/abandoned prior to entry into force, as outlined in article 4 paragraph 4

State Parties that have used or abandoned cluster munitions which have become cluster munition remnants located in areas under jurisdiction or under control of another State Party are **STRONGLY ENCOURAGED** to provide assistance to the latter State Party to facilitate the marking, clearance and destruction of such cluster munition remnants.

[such assistance shall include, where available, information on types and quantities of cluster munitions used, precise locations of cluster munitions strikes and areas in which cluster munition remnants are known to be located)

Form J Other relevant matters

Remark: States Parties may use this form to report voluntarily on other relevant matters, including matters pertaining to compliance and implementation not covered by the formal reporting requirements contained in article 7.

State [Party]:

Reporting for time period from **to**

Narrative / reference to other reports

Note: Form J can be used to report, on a **voluntary** basis, on the efforts to encourage States not parties to join the Convention on Cluster Munitions, and to notify such States of Convention obligations as outlined in article 21.
