

Meeting of the High Contracting Parties to the Convention on Prohibitions or Restrictions on the Use of Certain Conventional Weapons Which May Be Deemed to Be Excessively Injurious or to Have Indiscriminate Effects

3 October 2019

Original: English

Geneva, 13–15 November 2019

Item 13 of the provisional agenda

Financial issues related to the Convention and its annexed Protocols

**Estimated Costs
2020 Meeting of the Group of Governmental Experts on Emerging Technologies in the area of Lethal Autonomous Weapons Systems (LAWS)**

Note by the Secretariat*

1. The 2019 Meeting of the High Contracting Parties to the Convention on Prohibitions or Restrictions on the Use of Certain Conventional Weapons Which May Be Deemed to Be Excessively Injurious or to Have Indiscriminate Effects, held in Geneva on 13 to 15 November 2019, decided to convene the 2020 Meeting of the Group of Governmental Experts on Emerging Technologies in the area of Lethal Autonomous Weapons Systems (LAWS), whose dates and duration are to be decided.
2. This document is intended to facilitate the High Contracting Parties' preparation for taking that decision by presenting three different options. A breakdown of these costs is provided in the attached table, comprising a ten-day meeting in the amount of US\$304,200; a 12.5-day meeting in the amount of US\$369,500 and a 15-day meeting in the amount of US\$425,500. The biennial budget for 2020 & 2021 for a ten-day meeting would amount to (US\$304,200 x 2) US\$608,400; for a 12.5-day meeting (US\$369,500 x 2) US\$739,000 and for a 15-day meeting (US\$425,500 x 2) US\$851,000.
3. It should be noted that the costs are estimated on the basis of past experience and anticipated workload. The actual costs will be determined after the closure of the meeting and completion of related work, with all relevant expenditures recorded in the accounts. At that time, any adjustments in contributions by the participants sharing the costs will be determined accordingly.
4. With regard to the financial arrangements, it will be recalled that, in accordance with the financial measures adopted in 2017, the assessment of contributions towards the cost of preparing and holding meetings shall be calculated on the basis of the United Nations scale of assessment, adjusted to take into account the difference between the United Nations membership on the one hand and the number of States other than High Contracting Parties in attendance combined with the number of High Contracting Parties on the other. States that are not High Contracting Parties but that have accepted the invitation to take part in the meetings share the costs to the extent of their respective rates of assessment under the United Nations scale of assessments.

* This document was scheduled for publication after the standard publication date owing to circumstances beyond the submitter's control.



5. Subject to the High Contracting Parties' approval of the estimated costs and cost-sharing formula, assessment notices will be prepared based on the overall estimated costs and applicable cost-sharing formula. Since the above-mentioned activities shall have no financial implication for the regular budget of the Organization, High Contracting Parties should proceed with the payment of their share of the estimated costs as soon as assessment notices have been received.

Title of session:	CCW Group of Governmental Experts on Emerging Technologies in the area of Lethal Autonomous Weapons Systems (LAWS), 2020 session							
Dates to be held:	Location Geneva, TBD (10 working days)							
	Meeting	Pre-session	In-session	Summary	Post-session	Support Services	Other	
Conference-servicing items	Servicing *	documentation *	documentation *	records *	documentation *	requirements *	requirements *	Total *
	\$	\$	\$	\$	\$	\$	\$	\$
Interpretation and meeting servicing	187,600							187,600
Translation of documentation		34,800			34,000			68,800
Support Services requirements ^{1/}						8,000		8,000
Other requirements ^{2/}							39,800	39,800
Total	187,600	34,800			34,000	8,000	39,800	304,200
* - at US\$								
	A. Total conference-servicing requirements (inclusive of 13% programme support costs)							304,200
	B. Non-conference-servicing requirements							
					Grand total (rounded) A+B			304,200
	Additional Note: Biennial budget for 2020 & 2021 (\$304,200 x 2): \$608,400							
1/ Sound technician/recording (2 x 10 days) \$8,000								
2/ Rental of PC and printer \$100; Secretary (1 x 50 days) \$20,500; 1 Document Control Officer (1 x 10 days) \$3,100; Dedicated assistance provided for accounting services and administration of financial resources \$16,100								

2/ Rental of PC and printer \$200; Secretary (1 x 55 days) \$22,600; 1 Document Control Officer (1 x 13 days) \$4,000; Dedicated assistance provided for accounting services and administration of financial resources \$19,600

Title of session:	CCW Group of Governmental Experts on Emerging Technologies in the area of Lethal Autonomous Weapons Systems (LAWS), 2020 session							
Dates to be held:	Location Geneva, TBD (15 working days)							
	Meeting	Pre-session	In-session	Summary	Post-session	Support Services	Other	
Conference-servicing items	Servicing *	documentation *	documentation *	records *	documentation *	requirements *	requirements *	Total *
	\$	\$	\$	\$	\$	\$	\$	\$
Interpretation and meeting servicing	281,400							281,400
Translation of documentation		46,000			34,000			80,000
Support Services requirements^{1/}						12,000		12,000
Other requirements^{2/}							52,100	52,100
Total	281,400	46,000			34,000	12,000	52,100	425,500
* - at US\$								
	A. Total conference-servicing requirements (inclusive of 13% programme support costs)							425,500
	B. Non-conference-servicing requirements							
					Grand total (rounded) A+B			425,500
	Additional Note: Biennial budget for 2020 & 2021 (\$425,500 x 2): \$851,000							
<i>1/ Sound technician/recording (2 x 15 days) \$12,000</i>								
<i>2/ Rental of PC and printer \$200; Secretary (1 x 60 days) \$24,600; 1 Document Control Officer (1 x 15 days) \$4,700; Dedicated assistance provided for accounting services and administration of financial resources \$22,600</i>								