
Twenty-second Annual Conference of the High Contracting Parties to Amended Protocol II 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

19 October 2020

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Geneva, 10 November 2020

Item 12 of the provisional agenda

Adoption of the estimated costs for 2021

**Estimated Costs
2021 Group of Experts of the High Contracting Parties to Amended Protocol II**

1. The Twenty-second Annual Conference of the High Contracting Parties to Amended Protocol II 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 10 November 2020, decided to convene a 1.5 day meeting of the Group of Experts of the High Contracting Parties on a date to be decided.
2. This document is submitted pursuant to the above-mentioned decision of the High Contracting Parties and provides estimated costs in the amount of US\$ 51,500 for convening that meeting. The estimated costs for 2022 are US\$ 40,900, and the biennial budget for 2021 and 2022 (US\$ 51,500 + US\$ 40,900) is US\$ 92,400. A breakdown of these costs is provided in the attached table.
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 the contributions made 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.
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 - Convention on Certain Conventional Weapons (CCW) Amended Protocol II (AP II) Group of Experts							
Dates to be held:	Location Geneva, 2021 (1.5 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	37,100							37,100
Translation of documentation								-
Support Services requirements^{1/}						1,600		1,600
Virtual/hybrid meeting services^{2/}							10,100	10,100
Other requirements^{3/}							2,700	2,700
Total	37,100	0	0	0	0	1,600	12,800	51,500
* - at US\$								
	A. Total conference-servicing requirements (inclusive of 13% programme support costs)							51,500
	B. Non-conference-servicing requirements							
						Grand total (rounded) A+B		51,500

1/ Sound technician/recording (2 x 2 days) \$1,600

2/ Virtual meeting services (40 in-platform participants, 6 languages, 2 sessions of 3 hours per day x 1.5 days) \$8,200; UN web TV coverage (2 days) \$1,900.

3/ Rental of PC and printer \$30; Dedicated assistance provided for accounting services and administration of financial resources \$2,700

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	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	37,100							37,100
Translation of documentation								-
Support Services requirements^{1/}						1,600		1,600
Other requirements^{2/}							2,200	2,200
Total	37,100					1,600	2,200	40,900
* - at US\$								
	A. Total conference-servicing requirements (inclusive of 13% programme support costs)							40,900
	B. Non-conference-servicing requirements							
	Grand total (rounded) A+B							40,900
<i>1/ Sound technician/recording (2 x 2 days) \$1,600</i>								
<i>2/ Rental of PC and printer \$30; Dedicated assistance provided for accounting services and administration of financial resources \$2,200</i>								