
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

19 October 2020

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Geneva, 11–13 November 2020

Item 8 of the provisional agenda

Financial issues related to the Convention and its annexed Protocols

Estimated Costs Sixth Review Conference of the High Contracting Parties to the Convention

1. The 2020 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 from 11 to 13 November 2020, decided to convene a five-day Sixth Review Conference on 13-17 December 2021.
2. This document, submitted pursuant to the above-mentioned decision, provides estimated costs of US\$ 872,200, including conference servicing and non-conference-servicing elements. A breakdown of these costs is provided in the attached tables.
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.
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:	2021 CCW ISU staff costs							
Dates to be held:	N/A							
Conference-servicing items	Meeting Servicing *	Pre-session documentation *	In-session documentation *	Summary records *	Post-session documentation *	Support Services requirements *	Other requirements *	Total *
	\$	\$	\$	\$	\$	\$	\$	\$
Interpretation and meeting servicing								-
Translation of documentation								-
Support Services requirements								-
Other requirements ^{1/}								-
Total	0	0	0	0	0	0	0	-
* - at US\$								
	A. Total conference-servicing requirements (inclusive of 13% programme support costs)							-
	B. Non-conference-servicing requirements ^{1/}							
	<i>Staff costs (one P-4 and one P-3)</i>							443,300
	<i>Travel</i>							20,000
	<i>Equipment, digital upgrade, content management, supplies and outreach</i>							6,000
	Sub-total							469,300
	<i>Programme support costs @13% over B</i>							61,000
	Subtotal B							530,300
	C. Other requirements ^{2/}							29,700
	Grand total (rounded) A+B+C:							560,000

1/ Staff costs are based on Standard salary costs v1 recosted at US\$ 1=CHF 0.92. Salary costs include separation indemnities accrual of \$51,300.

2/ Dedicated assistance provided for accounting services and administration of financial resources \$29,700.

Title of session:	Sixth Review Conference of the High Contracting Parties to the Convention on Certain Conventional Weapons (CCW)							
Dates to be held:	Location Geneva, 13 - 17 December 2021 (5 days with summary records)							
Conference-servicing items	Meeting Servicing *	Pre-session documentation *	In-session documentation *	Summary records *	Post-session documentation *	Support Services requirements *	Other requirements *	Total *
	\$	\$	\$	\$	\$	\$	\$	\$
Interpretation and meeting servicing	92,800							92,800
Translation of documentation		80,400		20,200	28,200			128,800
Support Services requirements ^{1/}						4,000		4,000
Virtual/hybrid meeting services ^{2/}							31,700	31,700
Other requirements ^{3/}							54,900	54,900
Total	92,800	80,400	0	20,200	28,200	4,000	86,600	312,200
* - at US\$								
							A. Total conference-servicing requirements (inclusive of 13% programme support costs)	312,200
							B. Non-conference-servicing requirements	
							Grand total (rounded) A+B:	312,200

1/ Sound technician/recording (2 x 5 days) \$4,000.

2/ Virtual meeting services (50 in-platform participants, 6 languages, 2 sessions of 3 hours per day x 5 days) \$27,100; UN web TV coverage (5 days) \$4,600.

3/ Rental of PC and printer \$100; Secretary (1 x 90 days) \$36,900; Documents control Officer (1 x 5 days) \$1,300; Dedicated assistance provided for accounting services and administration of financial resources \$16,600.