
Convention on Cluster Munitions

13 July 2011

Original: English

Second Meeting of States Parties

Beirut, Lebanon

12-16 September 2011

Item 7 of the provisional agenda

Adoption of arrangements for meeting the costs of the Meeting

Estimated costs of the Second Meeting of States Parties to the Convention on Cluster Munitions

Note by the Secretariat

1. The First Meeting of States Parties to the Convention on Cluster Munitions, held in Vientiane, Lao People's Democratic Republic, from 9 to 12 November 2010, decided to convene a five-day Second Meeting of States Parties from 12 to 16 September 2011 in Lebanon.
2. This document is submitted pursuant to the above-mentioned decision of the First Meeting of States Parties and provides estimated costs in the amount of US\$ **386,300** respectively for convening that meeting. 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 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 practice followed on the occasion of multilateral disarmament conferences and related meetings, and as reflected in Article 14 of the Convention, the costs are shared among the States Parties and Observer States participating in the meetings, based upon the United Nations scale of assessment pro-rated to take into account the number of States participating in the meetings.
5. Subject to the States 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: 2011 Second Meeting of States Parties to the Convention on Cluster Munitions

Dates to be held: Lebanon, 12 - 16 September 2011

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	235,500							235,500
Translation of documentation		23,600	13,200		20,500			57,300
Support Services requirements						3,000		3,000
Other requirements							1,000	1,000
Total	235,500	23,600	13,200	0	20,500	3,000	1,000	296,800

* - at US\$ 1=CHF 0.984

A. Total conference-servicing requirements (inclusive of 13% programme support costs) 296,800

B. Non-conference-servicing requirements:

1. Travel costs for planning mission	22,200
2. Travel costs - Second Meeting of States Parties	29,600
3. Equipment and Supplies	2,000
4. Temporary support staff	25,400

Sub-total: 79,200

Programme support costs @ 13% of B 10,300

Total B: 89,500

Grand total (rounded) A+B: 386,300