
Convention on Cluster Munitions

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General status and operation of the Convention

Explanatory note on draft decisions on an Implementation Support Unit for the Convention on Cluster Munitions hosted by the Geneva International Centre for Humanitarian Demining

Submitted by Norway and Switzerland

I. Introduction

1. This paper provides an explanatory guide to the proposed draft decisions put forward jointly by Norway and Switzerland on the establishment of an Implementation Support Unit for the Convention on Cluster Munitions hosted and supported by the Geneva International Centre for Humanitarian Demining.

2. The proposal builds on proposal 4 of the President's discussion paper on implementation architecture and intersessional work dated 22 June 2011. The present explanatory note suggests principles for a future Implementation Support Unit, and describes in more detail proposed draft decisions on the possible set-up of an Implementation Support Unit that were circulated in a first draft during the Convention on Cluster Munitions intersessional meeting in June 2011.

II. Principles for a future Implementation Support Unit

3. The Implementation Support Unit shall conduct its work based on the following principles:

- Independence
- Inclusiveness
- Transparency
- Accountability



- Efficiency
- Effectiveness.

III. Basic set-up of the Implementation Support Unit

4. The Implementation Support Unit shall be established by the States parties and shall be directly accountable to and shall receive its instructions from the States parties. It shall report directly to the States parties on the activities and finances, based on its annual workplan and budget approved by the States parties. It shall be hosted by the Geneva International Centre for Humanitarian Demining, based on an agreement between the States parties and the Centre, regulating the roles and responsibilities between the States parties, the Centre and the Implementation Support Unit.

5. The Implementation Support Unit shall be identified by a distinct profile that emphasizes its role as a supporting entity for the Convention on Cluster Munitions (for example, logo, e-mail addresses, separate bank accounts and similar features).

6. The Director of the Implementation Support Unit shall have clearly defined responsibilities for the operation of the Unit, which shall be established in accordance with the directive by the States parties and the agreement between the States parties and the Geneva International Centre for Humanitarian Demining.

IV. Size and staffing of the Implementation Support Unit

7. The Implementation Support Unit shall be an adequate size, comprised of up to three staff members. It may be composed of

- A Director
- A Senior Expert with recognized experience
- An Assistant with no management function but with some specialization.

V. Director of the Implementation Support Unit and staff issues

8. The President, in consultation with the Coordinators and taking into account the views of all States parties, shall decide in a transparent manner on matters pertaining to recruitment and employment of the Director of the Implementation Support Unit. The Geneva International Centre for Humanitarian Demining shall organize the recruitment process of the Unit Director. The paramount consideration shall be the necessity for securing the highest standards of efficiency, competence and integrity. The selection of staff members shall be made without distinction as to race, sex or religion.

9. The Director of the Implementation Support Unit shall be responsible for recruiting and directing the Unit staff. All Unit staff members shall have Geneva International Centre for Humanitarian Demining contracts; relevant internal rules and regulations shall apply.

VI. Mandate of the Implementation Support Unit

10. The tasks and responsibilities of the Implementation Support Unit shall be specified in a directive. The directive may be adopted at the second Meeting of the States Parties and shall subsequently be annexed to the agreement between the States parties and the Geneva International Centre for Humanitarian Demining.

11. The Implementation Support Unit, being a relatively small body, may receive additional voluntary contributions to contract relevant technical experts in support of tasks in accordance with its mandate.

VII. Budget

12. All costs related to the broader implementation of the Convention on Cluster Munitions shall be composed in a transparent budget. The budget shall be endorsed by the Coordination Committee and subsequently submitted by the Director of the Implementation Support Unit to the Meeting of States Parties.

VIII. Finances

13. The President shall develop, in consultation with the States parties and subject to their approval, a financial model to cover the costs of the activities of the Implementation Support Unit.

IX. Reporting and control

14. The Director of the Implementation Support Unit shall report directly to the States parties on the finances and activities of the Unit. An annual independent audit of the Unit accounts shall be submitted to the States parties. The Director of the Geneva International Centre for Humanitarian Demining shall report to the States parties on the implementation of the agreement between the States parties and the Centre.

X. Agreement between States parties and the Geneva International Centre for Humanitarian Demining

15. The President of the second Meeting of the States Parties shall receive a mandate to negotiate and conclude an agreement between the States parties and the Geneva International Centre for Humanitarian Demining. The agreement shall define the hosting services and the respective tasks and responsibilities of the Centre in relation to the Implementation Support Unit. These tasks and responsibilities may include administrative and other support, including assistance regarding intersessional meetings and the sponsorship programme.

XI. Timeline of steps towards the establishment of the Implementation Support Unit and the respective financing scheme

16. At the second Meeting of the States Parties, States parties may take decisions on (a) the directive to the Implementation Support Unit; (b) the respective mandate for the President to negotiate and conclude a hosting agreement between the States parties and the Geneva International Centre for Humanitarian Demining; and (c) a mandate for the President to develop a financial model. The hosting agreement and the financial model will both be subject to approval by the States parties.

17. Depending on States parties' priorities and interests, and in an attempt to set up the Implementation Support Unit before the third Meeting of the States Parties, States parties may mandate the President to convene an extraordinary Meeting of States Parties in advance of the third Meeting of the States Parties to submit the proposed agreement and the financial model to the States parties for their approval.

18. Meanwhile, States parties shall ensure efficient and effective interim support for the implementation of the Convention by strengthening the existing interim solution consisting of the Executive Coordinator based in the United Nations Development Programme/Bureau for Crisis Prevention and Recovery, guided by the directive and supported by the Geneva International Centre for Humanitarian Demining for certain tasks, to secure an effective and efficient transition to the Implementation Support Unit.
