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# Convention on Cluster Munitions

9 September 2011

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## Second Meeting of States Parties

Beirut, 12-16 September 2011

Item 10 of the provisional agenda

### General status and operation of the Convention

## Draft directive from the States parties to the Convention on Cluster Munitions to the Implementation Support Unit

### Submitted by Norway and Switzerland

1. The Implementation Support Unit shall conduct the following activities in support of the States parties:

(a) Assist the President and the President-Designate in all aspects of the presidency, including preparing and convening formal and informal meetings;

(b) Prepare and support formal and informal meetings of the Convention, including the preparation of relevant documents, and carry out follow-up activities upon request by the States parties;

(c) Provide substantive and other support to the President, the President-Designate and the Coordinators;

(d) Offer advice and support to States parties on the implementation of the Convention;

(e) Develop and maintain a resource base of relevant technical expertise and, upon request, provide States parties with such expertise;

(f) Support the implementation of the Convention, including by contracting, if required, relevant technical experts;

(g) Facilitate communication among States parties, facilitate communication with States not parties and maintain public relations, including efforts to promote the universalization of the Convention;

(h) Cooperate and coordinate with relevant actors, organizations and institutions;

(i) Keep records of formal and informal meetings under the Convention and other relevant expertise and information pertaining to the implementation of the Convention;



(j) Assist in the set-up of a sponsorship programme and support the programme;

(k) Submit a workplan and a budget, endorsed by the Coordinating Committee, to each Meeting of the States parties or Review Conference for approval;

(l) Submit an annual report on the activities and the finances of the Implementation Support Unit to each Meeting of the States Parties or Review Conference.

2. When fulfilling its tasks, the Implementation Support Unit shall cooperate closely with the States parties and be fully accountable to them.

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