

**Meeting of the Coordinating Committee
8 November 2002**

President's Summary

**I. Preparations for the 3-7 February 2003 Standing Committee meetings:
Overview of the elements for the 6 December mailing**

Further to the Coordinating Committee's agreement to proceed with work on programmes for their Standing Committees which would lead to a comprehensive package of materials being prepared for distribution no later than **6 December**, the Coordinating Committee reviewed elements that would be contained in such a mail-out.

The Manager of the Implementation Support Unit (ISU) provided a proposed timeline for a work plan for the Co-Chairs, which would include draft agendas and *Co-Chairs' Notes* being provided to the Manager of the ISU no later than **November 29** for circulation to the full Coordination Committee. It was also proposed that final changes to documents should be provided to the ISU no later than **December 4** in order to ensure that documents would be mailed on December 6. In addition, it was noted that this was not too early to distribute a meeting package given that many prospective meeting participants may be occupied with holidays at the end of December and beginning of January.

**II. Preparations for the 3-7 February 2003 Standing Committee meetings:
Review of Co-Chairs' preparations**

The Co-Chairs updated the Coordinating Committee on preparations of programmes for their February meetings. The Co-Chairs reported that a great deal of progress had been made already, with many focusing on efforts to encourage mine affected and donor States Parties, as well as those in the process of destroying stockpiled mines, to maximise the potential of the Standing Committees. It was also noted that efforts will be made during the Standing Committee on the General Status and Operation of the Convention to discuss in greater depth matters related to universalization and resource mobilisation.

In addition, the President reported that during the week of Standing Committee meetings he will provide an update on his open-ended consultations (planned in Geneva in the end of January 2003) related to a preparatory process for the Review Conference. He made it clear that this would be a stand-alone activity and not part of any Standing Committee meeting.

III. Discussion of the draft 2003 Implementation Support Unit Budget

The Manager of the ISU presented the draft 2003 ISU budget, which covers the period from January 1 to December 31, 2003 and totals approximately CHF450,000. It was highlighted that this budget covers personnel and operations costs, with a variety of general support costs for the ISU covered as part of the GICHD's general operating budget. During the discussion on the budget, the Manager of the ISU indicated that in accordance with the agreement between the States Parties and GICHD the ISU Trust

Fund would be audited following the end of the 2002 fiscal year with the results of the audit provided to Coordinating Committee, donors to the Trust Fund and other interested parties. In addition, one member of the Coordinating Committee announced its intention to make a contribution to the ISU Trust Fund in 2003.

IV. Any other business

- For information, the President provided an update of the unprecedented level of support for and vote on the UN General Assembly First Committee resolution on the Convention. The President thanked those States Parties that had assisted him in seeking co-sponsorships for the resolution.
- For information, the President and the representative of the ICRC provided an update on recent regional conferences that had taken place in Dubrovnik (which focused on South Eastern Europe) and Moscow (which focused on the Commonwealth of Independent States).
- The Coordinator of the Sponsorship Programme reported that the Programme's debt related to support provided for the Fourth Meeting of the States Parties had been eliminated and that a process had been launched to seek sufficient resources to support participation for meetings in 2003.

V. Next meeting

It was agreed that the next meeting of the Coordinating Committee will be held on 9 December 2003 at 13.00. It was noted that this meeting date did not mean that Co-Chairs should overshoot the target of ensure that steps were taken to see that a meeting package would be distributed on December 6.