

**Coordinating Committee Meeting  
26 January 2004**

**President's Summary**

(Note: The Coordinating Committee meeting commenced with the new Coordinating Committee Chair, H.E. Chaoyong Satjipanon, introducing himself as the new Ambassador and Permanent Representative of Thailand in Geneva, replacing Ambassador Laxanachantorn Laohaphan.)

**I. Preparations for the 9-12 February Standing Committee Meetings**

The Co-Chairs of the four Standing Committees provided updates on preparations for their February meetings with all indicating that preparations were well-advanced. Co-Chairs responsible for all Standing Committees noted the emphasis they had placed on encouraging widespread participation by States Parties, particularly by mine-affected States Parties.

The Coordinating Committee was informed about various organizational matters during the week of meetings, including the following: (a) Co-Chairs were asked to coordinate closely with the Implementation Support Unit (ISU) regarding the further development of their programmes and to notify the ISU if those providing updates intended on using PowerPoint or videos; (b) An office will be available for the exclusive use of Co-Chairs and Co-Rapporteurs; (c) Coffee will be served all day, everyday, outside of the meeting room and thus it is up to Co-Chairs if / when they wish to take breaks; (d) a "help-desk" will be staffed by GICHD personnel all week where delegates can request that photocopies be made; and, (e) the Director of the GICHD will host a reception at 18:00 on Tuesday 10 February.

**II. Reporting on the 9-12 February Standing Committee meetings**

The template prepared last year for the Co-Chairs' / Co-Rapporteurs' meeting reports was circulated. (See attached.) Relevant Co-Chairs were encouraged to use it as it had proved useful as a mechanism to organize summaries of information shared at meetings – and – to enable Co-Chairs / Co-Rapporteurs to provide reports to the ISU for distribution in a timely manner. In this regard, Co-Chairs were encouraged to provide to the ISU final approved reports no later than Monday 23 February. In addition, the Coordinating Committee was informed that as was the case in May 2003, the ISU will undertake to publish on the GICHD website same-day summary reports of the Standing Committee meetings, thus relieving Co-Chairs and Co-Rapporteurs of this burden.

**III. Preparations for activities of the Contact Groups**

The Contact Group Coordinators or their designates provided updates, with all indicating that they would proceed with Contact Group meetings February 10-12.

Regarding resource mobilisation, it was reported that there would be an exploration of the relationship between resource mobilisation and development, a discussion on cost-effectiveness of demining and a discussion on possible useful outcomes for the

Review Conference. In addition, the Coordinating Committee Chair reported that H.E. Dr. Surakiart Sathirathai, Minister of Foreign Affairs of Thailand, President of the Fifth Meeting of the States Parties had followed upon the idea of an informal resource mobilisation task force discussed during the 5MSP by writing a letter requesting a meeting between taskforce members and the President of the World Bank.

Regarding **universalization**, it was reported that in advance of the Standing Committee meetings, an emphasis was being placed on “value-added” participation in the meetings by States not Parties. In addition, it was noted that the Contact Group would be asked to review the list of States not Parties which may be in a position to join the Convention in time for the Review Conference. The Chair encouraged Coordinating Committee members to maintain their universalization efforts. The Chair would encourage universalization particularly among countries within the Asian region.

Regarding **Article 7 reporting**, those who have followed up on individual country assignments were thanked by the Contact Group Coordinator’s representative. In addition, the Coordinating Committee Chair reported that his predecessor had written to all States Parties reminding them of their reporting obligations.

#### **IV. Update on the Sponsorship Programme**

The Coordinator of the Sponsorship Programme reported that the donors group had enthusiastically embraced the theme of strongly encouraging commitments for active participation on the part of sponsored delegates, with a view to ensuring limited funds were directed towards those who most needed it. In addition, it was noted that Ireland had joined the donors group and that all current donors should come forward with funding to ensure a successful programme in 2004. Finally, the Coordinator indicated that he will be departing Geneva in mid-2004 and hence there would be a new Coordinator some time later this year.

#### **V. ISU Update**

The ISU Manager reported that subsequent to an appeal for funding having been made by Coordinating Committee Chair’s predecessor, the Czech Republic had become the most recent new contributor to the ISU Trust Fund. It was noted that while the 2004 ISU budget is still not fully funded, some States Parties had made informal pledges and thus it was hoped that further funding would be obtained in the coming weeks. In addition, the ISU Manager informed the Coordinating Committee that the ISU had acquired an intern for six months at no cost to the ISU’s budget.

#### **VI. Update on preparations for the First Review Conference**

The representative of the President-Designate recalled for the Coordinating Committee that the UN Department for Disarmament Affairs, on behalf of the President Designate, had distributed earlier that day an invitation and draft documents for the 13 February First Preparatory Meeting in advance of the First Review Conference. (Note: These documents can be found on the Internet at: [www.reviewconference.org](http://www.reviewconference.org).)

## **VII. Any other business**

The Coordinating Committee was informed that regional workshops were planned for West Africa (Burkina Faso – 27-28 January), South Eastern Europe (Romania – 2-3 February) and East Africa (Kenya – 3-4 March). In addition, the Coordinating Committee was informed that the ICBL will hold regional meetings of Landmine Monitor Researchers in Colombia 28-30 January and in Burundi 16-18 February.

## **VIII. Next meeting**

It was agreed that the Coordinating Committee would next meet on Monday 23 February 2004 at 13.00.

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### **Attachment #1: Template for Meeting Reports \***

#### **I. Introduction**

The purpose of the introduction would be simply to contain about two pro forma paragraphs indicating: (a) on what basis the meeting took place; (b) who convened the meeting and with whose assistance; (c) where the meeting was held and with whose assistance; and, (d) how the meeting was organized.

#### **II. Overview of the Status of Implementation**

The purpose this section would be to summarize the general status of implementation of elements of the Convention that are relevant to the particular Standing Committee.

#### **III. Update on Implementation Plans and Progress**

The purpose of this section would be to contain a record of the most salient points made by affected States Parties of their problems, plans to deal with their problems and progress in addressing their problems. If relevant States not parties also spoke on these matters, perhaps this section could be divided into two to ensure a focus is placed on implementation of the Convention by States Parties to it.

#### **IV. Update on Assistance and Cooperation**

The purpose of this section would be (a) to contain a record of the most salient points made by States Parties and others of their assistance to and cooperation with affected States Parties and (b) record the essence of discussions on cooperation and assistance programmes. Like the preceding section, this one could be used as a general framework with further subdivisions created at the discretion of Co-Chairs.

#### **V. Matters of a Thematic Nature Related to Implementation**

The purpose of this section would be to report on discussions of a thematic nature that took place during the meeting.

#### **VI. An Assessment of Needs that Remain**

The purpose of this section would be for the Co-Chairs to describe, based upon the proceedings of the meeting, the areas of greatest priority in implementing provisions of the Convention related to the Committee.

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\* This is relevant for the Co-Chairs / Co-Rapporteurs of the Standing Committees responsible for Stockpile Destruction, Mine Clearance and Victim Assistance. The Co-Chairs / Co-Rapporteurs of the Standing Committee on the General Status and Operation of the Convention could use the May 2003 Co-Chairs' report as their guide.

**VII. Other Matters**

The purpose of this section would be, if necessary, to report on miscellaneous matters that the Co-Chairs may wish to record in their reports.