

**Coordinating Committee Meeting
Tuesday 7 June 2005**

President's Summary

1. Preparations for the 13-17 June meetings of the Standing Committees

The Co-Chairs of each Standing Committee provided updates on the status of preparations for the 13-17 meetings:

- The Co-Chairs of the Standing Committee on General Status and Operation of the Convention reported that general and specific letters had been sent to States Parties to solicit their participation, particularly with respect to the agenda items concerning universalization and Article 3. The Co-Chairs also indicated that they had written to the UN Secretary General to request, in keeping with past practice, that an Executive Secretary be appointed for the Sixth Meeting of the States Parties.
- The Co-Chairs of the Standing Committee on Mine Clearance, Mine Risk Education and Mine Action Technologies reported that letters had been sent to the 47 States Parties which are in the process of fulfilling Article 5 obligations and that bilateral consultations had been conducted with 25 of these States Parties. They highlighted that their meeting will also address matters pertaining to cooperation and assistance, the effectiveness of mine action and mine action technologies. They indicated that they will attempt to introduce a more interactive format.
- The Co-Chairs of the Standing Committee on Stockpile Destruction reported that they were making good use of the Sponsorship Programme to ensure effective participation and that they would attempt to address various thematic issues.
- The Co-Chairs of the Standing Committee on Victim Assistance and Socio-Economic Reintegration reported that they had convened two regional workshops on establishing national victim assistance objectives and that updates by participating States Parties and others were expected on 16 June. They indicated that they too had introduced an interactive format.
- The Manager of the Implementation Support Unit (ISU) provided an overview of pertinent organizational matters, noting inter alia that interpretation in English, French and Spanish would be provided all week courtesy of the European Commission and that interpretation in Russian would be provided on Monday, Wednesday and Friday courtesy of Canada. The Manager of the ISU also noted that the possible ministerial-level participation on the part of Somalia and Libya and reviewed the schedule of side events for the week.

2. A review of procedures for preparing reports on the meetings of the Standing Committees

The Manager of the ISU reviewed the template for reporting which had been used successfully by relevant Co-Chairs and Co-Rapporteurs for reporting on their meetings. (See attached.) He suggested a target of 1 July for the completion of reports.

Canada suggested that reports clearly reflect how the meetings dealt with pertinent matters contained in the Nairobi Action Plan.

3. Preparations for the 13-17 June activities of the Contact Groups

- Resource Mobilisation: Norway reported that no Contact Group meeting will be held the week of 13-17 June largely because it had hoped to provide a platform for discussion on cost-effectiveness issues on the basis of an NGO workshop. This workshop will now be held later in the year.
- Article 7 Reporting: Belgium reported that the Contact Group would meet on 15 June and indicated that the reporting rate rested at 40 percent for 2005.
- Universalization: Canada reported that Sumita Dixit will replace Shannon Smith as Coordinator and that it will convene a Contact Group meeting on 16 June.

4. Preparations for the Sixth Meeting of the States Parties (6MSP)

The Chair and Croatia jointly presented a series of ideas related to ensuring that the programme of and documents produced at the 6MSP are consistent with the Nairobi Action Plan and the fact that Standing Committees will only meet once during the intersessional period. Their suggestions were as follows:

- That in addition to a Final Report and Declaration, the States Parties could welcome at the 6MSP a Zagreb Progress Report on the Pursuit of the Aims of the Nairobi Action Plan.
- This Zagreb Progress Report could be organized in the same manner as the actual action plan, reflecting progress made over the past year in the context of the topics and individual actions contained in the Nairobi Action Plan and commenting on the need for enhanced efforts concerning various topics or actions, which could provide the 2005-2006 Co-Chairs – as well as all States Parties – with a sense of areas that may deserve greater attention in the coming year.
- The Zagreb Progress Report could be a collaborative effort, involving the participation of all Co-Chairs, Co-Rapporteurs and Contact Group Coordinators.
- The Declaration developed by the President-Designate for consideration for adoption by the States Parties should be congruent with both the commitments already made by the States Parties through their adoption of the Nairobi Action Plan and any priorities identified in a Zagreb Progress Report.
- Every effort should be made to reduce the amount of time allocated to a General Exchange of Views.
- A total of five to six sessions could be allocated to an examination of the operation and status of the Convention covering the totality of matters that relate to the pursuit of the aims of the Nairobi Action Plan.
- These sessions could be organized in such a way that different actors who would have assisted in preparing the Zagreb Progress Report could chair or lead discussions on topics that are relevant to their respective roles.
- The basis for discussion could be the draft Zagreb Progress Report. However, the discussion could become even more focused if States Parties and organizations were encouraged to provide updates on what they have done (e.g., nationally, regionally, internationally) over the past year and what they will do in the coming year to apply the Nairobi Action Plan and hence implement the Convention.

- Relatively more time could be dedicated to matters such as the topic of clearing mined areas, given that in the Nairobi Action Plan the States Parties noted that “meeting (Article 5) deadlines will be the most significant challenge to be addressed in the coming five years and will require intensive efforts by mine-affected States Parties and those in a position to assist them.”

Austria and Croatia noted that a programme of this sort would not only focus the work of the 6MSP on the agreed task at hand – the pursuit of the aims of the Nairobi Action Plan – but it would also be consistent with the Article 11 mandate for a Meeting of the States Parties. In addition, Austria and Croatia proposed that if the Coordinating Committee indicated general confidence with the proposed approach, next steps would be as follows:

- Distribution of a discussion paper to all States Parties on 10 June in advance of a discussion on it at the 17 June portion of the meeting of the Standing Committee on the General Status and Operation of the Convention.
- An extended Coordinating Committee meeting during the last week of June or first week of July to discuss the preparation of a draft Zagreb Progress Report.
- Distribution of a preliminary draft Zagreb Progress Report (even if it contains major “lacunae”) on 16 September in advance of a discussion on it at a proposed 23 September 6MSP informal information meeting.
- A final draft, for discussion at the 6MSP, is provided to the UNDDA on 7 November, for translation and distribution prior to the Meeting of the States Parties.

In discussion that followed, there was general support for the approach proposed by Austria and Croatia, albeit with the following comments made:

- Norway indicated that there needs to be a clear indication in the progress report of the 6MSP’s commitments / priorities, that the progress report should contain efforts undertaken by the Co-Chairs since the First Review Conference and that any emphasis on clearing mined areas should be balanced with emphasis on other key areas like victim assistance.
- The ICRC expressed its appreciation for the focus on the Nairobi Action Plan and for a reduced amount of time to be allocated to a general exchange of views.
- Japan supported the general direction proposed by Austria and Croatia, appealed for the need for flexibility in the preparation of the document, preferred that the document be “welcomed” and indicated that need for clarity regarding the difference between the Final Report of the 6MSP and the Zagreb Progress Report.
- South Africa pointed out that the discussion on a draft prepared as early as September would mean that it would not cover the totality of progress made during the intersessional period, wondered what would happen with the naming of the document should the practice of it being prepared continue in future years, and suggested that the title of one section could be changed.
- Sweden, Canada and New Zealand agreed with the emphasis placed on the Nairobi Action Plan and with respect to reducing or eliminating a general exchange of views. New Zealand also questioned the need for a declaration.

Following the discussion on the Austrian / Croatian proposals, Croatia provided an update on organizational matters concerning the 6MSP, noting in particular that the venue in Zagreb had been visited and was satisfactory.

5. Any other business

- (a) Canada announced that it had provided a grant to the GICHD to produce a handbook containing important Nairobi Summit documents and that this would be available during the week of Standing Committee meetings.
- (b) Canada reported that it would be co-hosting with the GICHD an experts meeting on mainstreaming mine action into development programming.
- (c) The ICBL provided an update, noting that Ms. Tamar Gabelnick has filled the ICBL's new Geneva-based position and that she is one of four ICBL staff in the new post-Nairobi ICBL staff complement.

6. Date of the next meeting of the Coordinating Committee

The Chair indicated that the next Coordinating Committee meeting would be held the week of June 27 to July 1.

Attachment #1:**Template for Meeting Reports¹:****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.

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.

¹ This is relevant for the Co-Chairs / Co-Rapporteurs of the Standing Committees responsible for Stockpile Destruction, Mine Clearance and Victim Assistance.