Meeting of the States Parties to the Convention on the Prohibition of the Use, Stockpiling, Production and Transfer of Anti-Personnel Mines and on Their Destruction

Eleventh Meeting
Phnom Penh, 28 November – 2 December 2011
Item 15 of the provisional agenda

Date, duration and location of the Twelfth Meeting of the States Parties, and matters pertaining to the preparations for the Twelfth Meeting

Estimated costs for the Twelfth Meeting of the States Parties to the Convention on the prohibition of the use, stockpiling, production and transfer of anti-personnel mines and on their destruction

Note by the Secretariat*

1. The Eleventh Meeting of the States Parties to the Convention on the Prohibition of the Use, Stockpiling, Production and Transfer of Anti-Personnel Mines and on Their Destruction, held in Phnom Penh, Cambodia, from 28 November to 2 December 2011, decided to convene the Twelfth Meeting of the States Parties to the Convention in Geneva, Switzerland, from 3 to 7 December 2012.

2. This document is submitted pursuant to the above-mentioned decision and provides estimated costs in the amount of **US$473,100** for conference and non-conference servicing of the Twelfth Meeting of the States Parties. A breakdown of these costs is provided in the attached table. It should be noted that the costs are estimated on the basis of past experience and anticipated workload. The actual costs will be determined after the closing of the Meeting when the exact workload is known. At that time, any adjustments in contributions by the participants sharing the costs will be made accordingly.

3. With regard to the financial arrangements, it will be recalled that, in accordance with article 14 (1) of the Convention, “the costs... shall be borne by the States Parties and States not parties to this Convention participating therein, in accordance with the United Nations scale of assessment adjusted appropriately”.

4. Since preparations for the Twelfth Meeting of the States Parties will involve costs that will need to be defrayed beforehand, and as the holding the Eleventh Meeting shall have no financial implications for the regular budget of the United Nations, the Secretariat will prepare and issue assessment notices as soon as the Eleventh Meeting of the States Parties to the Convention on the Prohibition of the Use, Stockpiling, Production and Transfer of Anti-Personnel Mines and on Their Destruction concludes.

---

* Late submission.
Parties has accepted the attached estimated costs in accordance with the established practice.

5. The States Parties should proceed with the payment of their assessed share of the estimated costs as soon as the assessments notices have been received.

<table>
<thead>
<tr>
<th>Conference-servicing items</th>
<th>Meeting Servicing</th>
<th>Pre-session documentation</th>
<th>In-session documentation</th>
<th>Summary records</th>
<th>Post-session documentation</th>
<th>Support Services requirements</th>
<th>Other requirements</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interpretation and meeting servicing</td>
<td>130,500</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>130,500</td>
</tr>
<tr>
<td>Translation, reproduction, distribution</td>
<td>228,200</td>
<td>11,300</td>
<td>20,200</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>259,700</td>
</tr>
<tr>
<td>Support Services requirements</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>6,600</td>
<td>6,600</td>
</tr>
<tr>
<td>Other requirements</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>69,900</td>
</tr>
<tr>
<td>Total</td>
<td>120,500</td>
<td>228,200</td>
<td>11,300</td>
<td>20,200</td>
<td></td>
<td></td>
<td></td>
<td>456,700</td>
</tr>
</tbody>
</table>

* at US$1=CHF 0.896

A. Total conference-servicing requirements (inclusive of 13% programme support costs) 456,700

B. Other costs:

1) Equipment and supplies 2,000
2) Travel costs for planning mission (2 staff members for 5 working days) 12,200
Subtotal 14,200
Programme support costs @13% over B 1,806
Subtotal B 16,006

Grand total (rounded) A+B 473,100

Title of session: TWELFTH MEETING OF THE STATES PARTIES TO THE CONVENTION ON THE PROHIBITION OF THE USE, STOCKPILING, PRODUCTION AND TRANSFER OF ANTI-PERSONNEL MINES AND ON THEIR DESTRUCTION

Geneva, 3-7 December 2012