Sixth Meeting
Zagreb, 28 November – 2 December 2005
Item 6 of the provisional agenda
Adoption of the budget

ESTIMATED COSTS FOR CONVENING THE SIXTH 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 General Assembly, in paragraph 8 of its resolution 59/84 of 3 December 2004, requested the Secretary-General of the United Nations to undertake the preparations necessary to convene the next meeting of the States Parties, pending a decision to be taken at the First Review Conference. The First Review Conference held at Nairobi from 29 November to 3 December 2004, decided, as stipulated in paragraph 33 (a) of the Final Report of the Conference (APLC/CONF/2004/5), that the Sixth Meeting of the States Parties shall be convened in Croatia, from 28 November to 2 December 2005.

2. This document is submitted pursuant to the above-mentioned request and provides estimated costs in the amount of US$456,000 for conference and non-conference servicing of the Conference. 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 Conference 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”.

GE.05-63073
4. Since preparations for the Sixth Meeting of the States Parties will involve costs that will need to be defrayed beforehand, and as the holding the 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 States Parties have 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.

6. Finally, it should be noted that the Government of Croatia will make available at its cost such conference space and facilities as are necessary for the holding of the Sixth Meeting on the basis of a separate agreement with the United Nations.
### Conference-servicing items

<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>
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<tbody>
<tr>
<td>Interpretation and meeting servicing (a)</td>
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<td>Translation, reproduction, distribution</td>
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<td>Other requirements (b)</td>
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<td>8,907</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>89,109</strong></td>
<td><strong>156,895</strong></td>
<td><strong>28,152</strong></td>
<td><strong>61,152</strong></td>
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</table>

* - at US$1=CHF1.19

A. Total conference-servicing requirements (inclusive of 13% programme support costs) 344,215

B. Other costs:

1) Travel and subsistence for 2 planning missions to Zagreb for 3 persons 10,000
2) Travel and subsistence expenses of 4 Geneva DDA staff 18,560
3) Travel and subsistence expenses of conference servicing staff: one conference coordinator and those listed under notes (a) and (b) 67,386
4) Freight and communications 3,000

Subtotal 98,946

Programme support costs @13% over B 12,863

Subtotal B 111,809

Grand total (rounded) A+B 456,000

Notes:
(a) Team of 20 interpreters for 10 meetings, 2 conference officers
(b) 1 IT specialist, 1 documents control officer, 1 documents reproduction officer and 1 documents distribution officer