

---

# 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

8 October 2021

Original: English

---

## Nineteenth Meeting

The Hague, 15-19 November 2021

Item 16 of the provisional agenda

**Duration of the Twentieth Meeting of the States Parties and  
matters pertaining to the preparations for the Twentieth and  
the Twenty-First Meetings of the States Parties**

## **Estimated costs for the Twenty-First Meetings 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 Nineteenth 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 between 15 and 19 November 2021, decided to convene the Twenty-First Meeting of the States Parties to the Convention in Geneva, Switzerland, in November – December 2023.
2. This document is submitted pursuant to the above-mentioned decision and provides estimated costs in the amount of **US\$591,400** for conference and non-conference servicing of the Meeting. A breakdown of these costs is provided in the attached tables. 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”.
4. Since preparations for the Twenty-First Meeting of the States Parties will involve costs that will need to be defrayed beforehand, and as the holding of the Meeting shall have no financial implications for the regular budget of the United Nations, the Secretariat will prepare and issue assessment notices once the Nineteenth Meeting of the States 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.

---

\* This document is submitted late due to circumstances beyond the submitter's control.



<b>Title of session:</b>		<b>Twenty-first 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</b>						
<b>Dates to be held:</b>		<b>Location Geneva, November - December 2023 (TBD) (5 days without summary records)</b>						
<b>Conference-servicing items</b>	<b>Meeting Servicing *</b>	<b>Pre-session documentation *</b>	<b>In-session documentation *</b>	<b>Summary records *</b>	<b>Post-session documentation *</b>	<b>Support Services requirements *</b>	<b>Other requirements *</b>	<b>Total *</b>
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Interpretation and meeting servicing</b>	92,800							92,800
<b>Translation of documentation</b>		317,800	5,800		11,300			334,900
<b>Support Services requirements<sup>1/</sup></b>						4,000		4,000
<b>Other requirements<sup>2/</sup></b>							65,600	65,600
<b>Total</b>	<b>92,800</b>	<b>317,800</b>	<b>5,800</b>	<b>-</b>	<b>11,300</b>	<b>4,000</b>	<b>65,600</b>	<b>497,300</b>
* - at US\$								
<b>A. Total conference-servicing requirements (inclusive of 13% programme support costs)</b>								<b>497,300</b>
<b>B. Non-conference-servicing requirements:</b>								
<i>Equipment, supplies and digital upgrade and maintenance of national reporting database</i>								<b>15,000</b>
<i>Sub-total:</i>								<b>15,000</b>
<i>Programme support costs @ 13% of B</i>								<b>2,000</b>
<i>Total B:</i>								<b>17,000</b>
<b>C. Contingency 15%</b>								<b>77,100</b>
<b>Grand total (rounded) A+B+C:</b>								<b>591,400</b>
<i>1/ Sound technician/recording (2 x 5 days) \$4,000</i>								
<i>2/ Documents control officer (1 x 5 days) \$1,300; rental of computer and printer for 5 days \$100; Secretary (1 x 90 days) \$36,900; Dedicated assistance provided for accounting services and administration of financial resources \$27,300.</i>								