
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

5 October 2022

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Twentieth meeting

Geneva, 21-25 November 2022

Item 16 of the provisional agenda

**Duration and matters pertaining to the preparations for the Twenty-First Meeting
of the States Parties and the Fifth Review Conference**

Estimated costs for the Fifth Review Conference 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 Fourth Review Conference 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 Oslo between 26 and 29 November 2019, decided to convene the Fifth Review Conference of the States Parties at the end of 2024¹. As per the established practice, the Twentieth Meeting of the States Parties (21-25 November 2022, Geneva) is expected to agree on the holding in Geneva of two Preparatory Committees in advance of the Fifth Review Conference in 2024.
2. This document is submitted pursuant to the above-mentioned decision and provides estimated costs in the amount of US\$**862,500** for conference and non-conference servicing of the Conference and its Preparatory Committees. 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 Fifth Review Conference will involve costs that will need to be defrayed beforehand, and as the holding of the Conference and its Preparatory Committees shall have no financial implications for the regular budget of the United Nations, the Secretariat will prepare and issue assessment notices once the Twentieth 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.

¹ Final document APLC/CONF/2019/5, paragraph 34, (ii).



Title of session:	FIFTH REVIEW CONFERENCE 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							
Dates to be held:	Location unknown, November - December 2024 (5 days without summary records)							
	Meeting	Pre-session	In-session	Summary	Post-session	Support Services	Other	
Conference-servicing items	Servicing	documentation	documentation	records	documentation	requirements	requirements	Total
	\$	\$	\$	\$	\$	\$	\$	\$
Interpretation and meeting servicing	195,900							195,900
Translation, reproduction, distribution		340,100	5,800		11,300			357,200
Support Services requirements								-
Other requirements ^{1/}							90,800	90,800
Total	195,900	340,100	5,800	-	11,300	-	90,800	643,900
* - at US\$								
	A. Total conference-servicing requirements (inclusive of 13% programme support costs)							643,900
	B. Other costs:							
	1) <i>Equipment and supplies</i>							2,000
	2) <i>Travel costs for planning mission (1 staff members for 2 missions for 3 days)</i>							8,400
	3) <i>Travel costs for Geneva based UN staff (2 staff members for 10 days)</i>							11,900
	Subtotal							22,300
	<i>Programme support costs @13% over B</i>							<i>2,900</i>
	Subtotal B							25,200
	C. Contingency							100,400
	Grand total (rounded) A+B+C							769,500
<i>1/ Secretary (1 x 90 days) \$36,900; Document Control Officer (1 x 5 days) \$1,350, travel of Document Control Officer \$4,700; Dedicated assistance provided for accounting services and administration of financial resources \$47,900</i>								

Title of session:		FIRST PREPARATORY COMMITTEE FOR THE FIFTH REVIEW CONFERENCE 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						
Dates to be held:		Location Geneva, 2024 (TBD) (1 day without summary records)						
Conference-servicing items	Meeting Servicing *	Pre-session documentation *	In-session documentation *	Summary records *	Post-session documentation *	Support Services requirements *	Other requirements *	Total *
	\$	\$	\$	\$	\$	\$	\$	\$
Interpretation and meeting servicing	13,200							13,200
Translation of documentation		11,500	5,800		5,800			23,100
Support Services requirements ^{1/}						800		800
Other requirements ^{2/}							3,300	3,300
Total	13,200	11,500	5,800	0	5,800	800	3,300	40,400
* - at US\$								
								A. Total conference-servicing requirements (inclusive of 13% programme support costs) 40,400
								B. Contingency 6,100
								Grand total (rounded) A+B 46,500
<i>1/ Sound technicians (2 x 1day) \$800</i>								
<i>2/ Document Control Officer (1 x 1 day) \$300; Dedicated assistance provided for accounting services and administration of financial resources \$3,000</i>								

Title of session:	SECOND PREPARATORY COMMITTEE FOR THE FIFTH REVIEW CONFERENCE 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							
Dates to be held:	Location Geneva, 2024 (TBD) (1 day without summary records)							
	Meeting	Pre-session	In-session	Summary	Post-session	Support Services	Other	
Conference-servicing items	Servicing *	documentation *	documentation *	records *	documentation *	requirements *	requirements *	Total *
	\$	\$	\$	\$	\$	\$	\$	\$
Interpretation and meeting servicing	13,200							13,200
Translation of documentation		11,500	5,800		5,800			23,100
Support Services requirements ^{1/}						800		800
Other requirements ^{2/}							3,300	3,300
Total	13,200	11,500	5,800	0	5,800	800	3,300	40,400
* - at US\$								
	A.	Total conference-servicing requirements (inclusive of 13% programme support costs)						40,400
	B.	Contingency						6,100
					Grand total (rounded) A+B			46,500
<i>1/ Sound technicians (2 x 1day) \$800</i>								
<i>2/ Document Control Officer (1 x 1 day) \$300; Dedicated assistance provided for accounting services and administration of financial resources \$3,000</i>								