Estimated costs for the Second Preparatory Meeting for the Third 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 and its

Note by the Secretariat


2. This document is submitted pursuant to the above-mentioned decision and provides estimated costs in the amount of US$158,500 for conference and non-conference servicing of the Preparatory Meeting. 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 Preparatory Meeting 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 Thirteenth 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.
<table>
<thead>
<tr>
<th>Conference-servicing item</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>12,900</td>
<td>12,900</td>
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<td>Translation, reproduction, distribution</td>
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<tr>
<td>Support Services requirements</td>
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<tr>
<td>Total</td>
<td>12,900</td>
<td>107,800</td>
<td>7,000</td>
<td>7,000</td>
<td>500</td>
<td>14,000</td>
<td>149,800</td>
<td></td>
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</tbody>
</table>

\* - at US$1=CHF 0.896

A. Total conference-servicing requirements (inclusive of 13% programme support costs) 149,800

B. Other costs:

1) Rental of two conference rooms 7,700
   Subtotal 7,700

Programme support costs of 13% over B 1,000
   Subtotal B 8,700

Grand total (rounded) A+B 158,500

1/ Sound technician/recording (1 x 1 day) $500

2/ Secretary (1 x 20 days) $7,900; Secretarial Overtime (10 hours) $700; Dedicated assistance provided for accounting services and administration of financial resources $6,800.
Estimated costs for the Third 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 Thirteenth 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 Geneva, from 2 to 5 December 2013, decided to convene the Third Review Conference of the States Parties to the Convention in Maputo, Mozambique, from 23 to 27 June 2014.

2. This document is submitted pursuant to the above-mentioned decision and provides estimated costs in the amount of US$464,800 for conference and non-conference servicing of the Third Review Conference 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 Third Review Conference 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 Thirteenth 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.
<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>
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</table>

* - at US$1=CHF 0.896

A. Total conference-servicing requirements (inclusive of 13% programme support costs) $421,400

B. Other costs:

1) Equipment and supplies $2,400

2) Travel costs for planning mission (2 staff members for 5 working days each) $13,500

3) Travel costs for Geneva based UN staff (3 staff members for 8 working days each) $22,900

Subtotal $38,400

Programme support costs (13% over B) $5,060

Subtotal B $43,460

Grand total (rounded) A+B $464,860

1/ Includes $175,800 for travel, DSA and terminal expenses for 20 interpreters and 6 meeting servicing staff (1 Conference Officer, 1 Conference Coordinator, 1 Documents Control Officer, 1 Documents Distribution Officer, 1 Documents Reproduction Officer and 1 IT Assistant).

2/ Secretary (1 x 29 days) $7,900; Secretarial Overtime (10 hours) $700; Dedicated assistance provided for accounting services and administration of financial resources $7,600.