

# Convention on Cluster Munitions

10 September 2024

Original: English

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## Twelfth Meeting of States Parties

Geneva, 10 to 13 September 2024

Item 12 (b) of the provisional agenda

### Preparations for the Thirteenth Meeting of States Parties

Date, duration, venue and estimated cost for the organization  
of the Thirteenth Meeting of States Parties.

## Revised estimated costs of the Thirteenth Meeting of States Parties of the Convention on Cluster Munitions

### Note by the Secretariat\*

1. The Second Review Conference of the Convention on Cluster Munitions (CCM) requested the United Nations to prepare a multi-year cost-estimate that covers a two-year period for the approval by the States Parties (CCM/CONF/2021/6, paragraph 90 (iii)).
2. The Twelfth Meeting of States Parties (10 to 13 September 2024) will consider a decision on convening of the Thirteenth Meeting of States Parties to the Convention in Geneva, Switzerland, in September 2025. The present document allows to maintain a two-years visibility and provides revised estimated costs of a four-day Meeting of States Parties in the amount of **US\$ 476,600** for 2025. A breakdown of the costs is provided in the table at the end of the document.
3. It should be noted that these costs are estimated on the basis of past experience and anticipated workload. The actual costs will be determined after the closure of the meeting and the completion of related work, with all relevant expenditures recorded in the accounts. At that time, any adjustments in contributions by the participants sharing the costs will be determined accordingly.
4. 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 party to this Convention participating therein, in accordance with the United Nations scale of assessment adjusted appropriately”.
5. Since preparations for the Thirteenth Meeting of 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 Twelfth Meeting of States Parties has accepted the attached estimated costs in accordance with the established practice.
6. 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.

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\* The present document is being issued without formal editing.

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	74,200							74,200
Translation of documentation		179,700	33,700	-	22,400		-	235,800
Support Services requirements <sup>1/</sup>						3,200		3,200
Other requirements <sup>2/</sup>							90,900	90,900
RSI support <sup>3/</sup>							8,000	8,000
<b>Total</b>	<b>74,200</b>	<b>179,700</b>	<b>33,700</b>	<b>-</b>	<b>22,400</b>	<b>3,200</b>	<b>98,900</b>	<b>412,100</b>
* - at US\$								
	<b>A. Total conference-servicing requirements (inclusive of 13% Programme support costs)</b>							<b>412,100</b>
	<b>B. Non-conference-servicing requirements:</b>							
	<i>1. Equipment and Supplies</i>							<b>2,000</b>
	<i>Sub-total:</i>							<b>2,000</b>
	<i>Programme support costs @ 13% of B</i>							<b>300</b>
	<i>Total B:</i>							<b>2,300</b>
	<b>C. Contingency 15%</b>							<b>62,200</b>
	<b>Grand total (rounded) A+B+C:</b>							<b>476,600</b>

1/ Sound technician/recording (2 x 4 days) \$3,200

2/ Documents control officer (1 x 4 days) \$1,100; rental of computer and printer for 4 days \$50; GS(OL) General temporary assistance (1 x 90 days) \$36,900; digital content management and outreach \$22,000; dedicated assistance provided for accounting services and administration of financial resources \$30,800

3/ RSI support (4 days, 3 hours am & 3 hours pm) \$8,000