
**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**

2 December 2010

Original: English

Tenth Meeting

Geneva, 29 November – 3 December 2010

Item 16 of the agenda

**Date, duration and location of the Eleventh Meeting
of the States Parties, and matters pertaining
to the preparations for the Eleventh Meeting**

**Estimated costs for convening the Eleventh 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 Second 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 Cartagena de Indias, Colombia, from 30 November to 4 December 2009, warmly welcomed the offer made by Cambodia to host and preside over the Eleventh Meeting of the States Parties. The Tenth Meeting of the States Parties, held in Geneva, Switzerland, from 29 November to 3 December 2010, is expected to convene the Eleventh Meeting of the States Parties to the Convention in Phnom Penh, Cambodia, from 29 November to 3 December 2011.
2. This document is submitted pursuant to the above-mentioned decision and provides estimated costs in the amount of **US\$572,500** for conference and non-conference servicing of the Eleventh Meeting 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 Eleventh Meeting of the States Parties will involve costs that will need to be defrayed beforehand, and as the holding the Eleventh Meeting shall

* Late submission.

have no financial implications for the regular budget of the United Nations, the Secretariat will prepare and issue assessment notices as soon as the Tenth 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.

Title of session: ELEVENTH MEETING OF THE STATES PARTIES TO THE MINE-BAN CONVENTION (APLC)
Phnom Penh, Cambodia 28 November - 2 December 2011

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 (a)	284,100							284,100
Translation, reproduction, distribution (b)		174,500	6,700		18,400			199,600
Support Services requirements								
Other requirements (c)							27,400	27,400
Total	284,100	174,500	6,700		18,400		27,400	511,100

* - at US\$1=CHF 0.984

A. Total conference-servicing requirements (inclusive of 13% programme support costs)	511,100
B. Other costs:	
<i>Equipment and supplies</i>	2,000
<i>Travel costs for planning mission for 3 staff members</i>	17,900
<i>Travel costs for 5 staff members</i>	34,400
Subtotal	54,300
<i>Programme support costs @13% over B</i>	7,100
Subtotal B	61,400
Grand total (rounded) A+B	572,500

Notes:

- (a) 20 interpreters, 1 conference services coordinator, 1 conference officer, 3 documentation related staff, 1 information technology specialist
(b) estimated 110 original pages (pre-session), 5 original pages (in-session) and 10 original pages (post-session) of official documentation
(c) 1 secretary, overtime costs and shipment of documents