
**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**

25 November 2015

Original: English
English, French and Spanish only

Fifteenth Meeting

Santiago, 28 November - 1 December 2016

Item 15 of the revised provisional agenda

Date, duration, location and Presidency of the

Sixteenth Meeting of the States Parties, and matters

pertaining to the preparations for the Sixteenth Meeting

**Estimated costs for the Sixteenth 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 destruction¹**

Note by the Secretariat

1. The Fifteenth 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 Santiago, Chile, from 28 November to 1 December 2016, decided to convene the Sixteenth Meeting of the States Parties to the Convention in Vienna, Austria, during the week of 18 December 2017.

2. This document is submitted pursuant to the above-mentioned decision and provides estimated costs in the amount of US\$503,800 for conference and non-conference servicing of the 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 Sixteenth Meeting 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 as soon as the Fifteenth Meeting of the States Parties has accepted the attached estimated costs in accordance with the established practice.

¹ Late Submission.

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:		SIXTEENTH 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						
		Vienna, Austria, 18 - 22 December 2017						
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	138,500							138,500
Translation, reproduction, distribution		275,100	5,800		12,500			293,400
Support Services requirements ^{1/}						14,800		14,800
Other requirements ^{2/}							46,900	46,900
Total	138,500	275,100	5,800		12,500	14,800	46,900	493,600
* - at US \$1=CHF 0.986								
A. Total conference-servicing requirements (inclusive of 13% programme support costs)								493,600
B. Other costs:								
1) Equipment and supplies								2,000
2) Travel costs for Geneva based UN staff (2 staff members for 10 days)								7,000
Subtotal								9,000
Programme support costs @13% over B								1,200
Subtotal B								10,200
Grand total (rounded) A+B								503,800