

Fourth Meeting  
Geneva, 16-20 September 2002  
Item 6 of the draft provisional agenda

ESTIMATED COSTS FOR CONVENING THE FOURTH 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 General Assembly by operative paragraph 8 of its resolution 56/24 M, requested the Secretary-General of the United Nations, in accordance with article 11 (2) of the Convention on the Prohibition of the Use, Stockpiling, Production and Transfer of Anti-Personnel Mines and on Their Destruction, *inter alia*, to undertake the preparations necessary to convene the Fourth Meeting of the States Parties at Geneva, from 16 to 20 September 2002.
2. Pursuant to the General Assembly's request, on 31 May 2002 the Secretariat submitted to the second intersessional meeting of the Standing Committee on the General Status and Operation of the Convention a draft summary of the estimated costs for convening the Fourth Meeting. The Standing Committee indicated that the draft was acceptable, and on this basis the Secretariat prepared and issued assessment notices in accordance with article 14 (1) of the Convention which states that: "The costs of the Meetings of States Parties ... 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".
3. The Secretariat now submits these estimated costs for the formal approval of the Fourth Meeting of States Parties. The attached annex shows a breakdown of the estimated costs for conference and non-conference servicing of the Fourth Meeting of States Parties. 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.
4. Since the holding of the Fourth Meeting of the States Parties shall have no financial implication for the regular budget of the Organization, States Parties should proceed with the payment of their share of the estimated costs if they have not yet done so.

**Title of session: FOURTH MEETING OF STATES PARTIES TO THE CONVENTION ON THE PROHIBITION OF THE USE, STOCKPILING, PRODUCTION AND TRANSFER OF ANTIPERSONNEL LANDMINES AND ON THEIR DESTRUCTION**

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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	66,038							66,038
Translation of documentation		52,717	48,785		57,633			159,136
Support Services requirements a)						4,913		4,913
Other requirements b)							5,021	5,021
<b>Total</b>	<b>66,038</b>	<b>52,717</b>	<b>48,785</b>	<b>0</b>	<b>57,633</b>	<b>4,913</b>	<b>5,021</b>	<b>235,107</b>

A. Total conference-servicing requirements (inclusive of 13% programme support costs)	235,107
B. Non-conference-servicing requirements	
1) One P-3 for two months (local)	11,284
3) One G4 for two months (local)	7,030
Subtotal	18,313
Programme support costs @13% over B	2,381
Subtotal B	20,694
Grand total (rounded) A+B	<u>255,800</u>

**Note**

- a) 4 sound technicians and 1 messenger  
b) 2 secretaries, 1 document control officer, 1 document distribution officer; telecommunications and supplies/equipment