Meeting of the High Contracting Parties to the Convention on Prohibitions or Restrictions on the Use of Certain Conventional Weapons Which May Be Deemed to Be Excessively Injurious or to Have Indiscriminate Effects

Geneva, 15-17 November 2023
Item 9 of the provisional agenda
Financial issues related to the Convention and its annexed Protocols

Estimated Costs
2024 Meeting of the High Contracting Parties to the Convention

1. The 2023 Meeting of the High Contracting Parties to the Convention on Prohibitions or Restrictions on the Use of Certain Conventional Weapons which May Be Deemed to Be Excessively Injurious or to have Indiscriminate Effects, to be held in Geneva on 15-17 November 2023, is to decide to convene the 2024 Meeting of the High Contracting Parties to the Convention for a duration of 3 days.

2. This document is submitted to assist the decision of the High Contracting Parties. The Sixth Review Conference, held in Geneva on 13-17 December 2021, adopted a budget for the 2023-25 period as contained in CCW/CONF.VI/9 (CCW/CONF.VI/11, paragraph 32), including the cost estimates of the Meetings of High Contracting Parties. In accordance with this decision, the estimated costs of US$ 195,100 for a three-day meeting, and non-conference-servicing elements of US$ 620,900 (total US$ 816,000) are identical to the cost estimates of the 2023 Meeting of the High Contracting Parties to the Convention (CCW/MSP/2022/6) adopted by the 2022 Meeting of the High Contracting Parties. A breakdown of these costs is provided in the attached table.
<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>
<tr>
<td></td>
<td>$ 55,700</td>
<td>$ 40,600</td>
<td>$ 20,200</td>
<td>$ 28,300</td>
<td>$ 2,400</td>
<td>$ 2,400</td>
<td>$ 38,600</td>
<td>$ 185,800</td>
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</table>

* - at US$

A. Total conference-servicing requirements (inclusive of 13% programme support costs) 185,800

B. Non-conference-servicing requirements

C. Contingency 5% 9,300

Grand total (rounded) A+B: 195,100

1/ Sound technician/recording (2 x 3 days) $2,400.

2/ Rental of PC and printer $40; Secretary (1 x 60 days) $24,600; Documents control Officer (1 x 3 days) $810; Dedicated assistance provided for accounting services and administration of financial resources $9,900; UN Web TV $3,300
Title of session: 2024 CCW ISU staff costs

<table>
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- Interpretation and meeting servicing
- Translation of documentation
- Support Services requirements
- Other requirements

Total 0 0 0 0 0 0 0 0 -

* - at US$

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

B. Non-conference-servicing requirements

1/ Staff costs (one P-4 and one P-3)
   Staff costs
   Travel
   Equipment, digital upgrade, content management, supplies and outreach
   Sub-total

2/ Programme support costs @13% over B

Subtotal B

C. Other requirements

D. Contingency 5%

Grand total (rounded) A+B+C+D: 620,900

1/ Staff costs are based on Standard salary costs recosted at US$ 1=CHF 0.931. Salary costs include separation indemnities accrual of $47,200.

2/ Dedicated assistance provided for accounting services and administration of financial resources $31,400.