

**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**

27 October 2020

Original: English

Eighteenth Meeting

Geneva, 16-20 November 2020

Item 9 (h) of the provisional agenda

Consideration of the general status and operation of the Convention

Implementation Support

Implementation Support Unit 2021 Budget and Work Plan*

Submitted by the Director of the Implementation Support Unit

I. Introduction

1. The following budget and activities are to be read in conjunction with the ISU's five-year work plan and budget covering the period of 2020-2024.

II. 2021 Anti-Personnel Mine Ban Convention ISU Budget

Staff costs

2. The 2021 budget is intended to cover the salaries and related social costs of 3.6 full-time-equivalent staff positions. These positions include one full-time director and 2 full-time professional officers and 1 full-time professional officer at 60%.

Travel costs

3. The 2021 budget is intended to cover the costs of an estimate of up to twenty-two (22) missions by ISU staff, in total including ten (10) missions for mine clearance support, five (5) missions for the purpose of liaison and / or participating in conferences, UN meetings or similar events that relate to matters concerning the implementation of the Convention, and up to five (5) missions concerning support to States Parties in the implementation of their victim assistance commitments. The ISU will carry out one (1) preparatory mission to the Netherlands for the Nineteenth Meeting of the States Parties (19MSP) and (1) mission to the Netherlands for the 19MSP. As a rule, staff travel is in economy class.
4. The travel costs presented are contingent upon the ability of the ISU to begin travel early in 2021. In light of the ongoing pandemic, should travel not be possible the funding

* This document was scheduled for publication after the standard publication date owing to circumstances beyond the submitter's control.



for travel will be employed to support outreach with States in a virtual manner, including by supporting in-country dialogues and virtual participation by the ISU.

Communication, public relations and other implementation support costs

5. Other implementation support costs include matters such as room rentals for committee meetings, catering for lunch-time meetings, working translations of requests for extended mine clearance deadlines and Article 7 reports, interpretation, when required, publications, communications, website, online reporting tool maintenance, short term consultancies/support and staff training, etc.

Financial Security Buffer

6. At the time of drafting this work plan and budget, the financial security buffer contains a total of CHF 758'664 CHF. In line with the decision of the Fourteenth Meeting of the States Parties (14MSP), the Eighteenth Meeting of the States Parties will make a decision on how to apportion the 2019 Trust Fund Surplus. The 2020 surplus funding will, in accordance with the 14MSP decision, provisionally be placed in the financial security buffer until a decision on how to apportion the surplus is taken at the Nineteenth Meeting of the States Parties.

7. According to the 14MSP decision, the financial security buffer is to contain an amount equivalent to one year of ISU expenditures related to core support in order to guarantee the basic operation of the ISU for any foreseeable year.

III. Extra-budgetary activities

8. On 4 August 2017, the European Council adopted a Decision in support of the implementation of the Maputo Action Plan for the Implementation of the 1997 Convention on the Prohibition of the Use, Stockpiling, Production and Transfer of Anti-Personnel Mines and on their Destruction with the ISU selected as the Implementing Agent. The Council Decision includes activities to support States Parties in the implementation of the aims of the Convention including in the areas of universalization, victim assistance, mine clearance, and stockpile destruction. The Council Decision was subsequently endorsed by the Coordinating Committee of the Convention.

9. The Council Decision includes funding for additional human resources to support the activities foreseen in the decision to ensure alignment with the decision of the 14MSP, in particular the matter concerning "extra-budgetary tasks".

10. The Council Decision will be carried out over a three-year period until 31 October 2020 and has a total budget of 2'303'274.47 EUR which include funding to cover the cost of activities and additional personnel.

11. Due to COVID-19 the EU granted the ISU a no-cost extension for the implementation of the remaining activities under the 2017 EU Council Decision until 28 February 2021.

IV. GICHD support to the ISU

12. Costs for infrastructure, logistics and administrative services in support of the ISU (i.e., office rent and supplies, information technology and telecommunications, website management, travel services, human resources management, insurance, financial management, and contract and document management), are not included in this budget. These costs are covered by the GICHD general budget with funds provided by Switzerland. The value of this support is estimated at approximately CHF 220'000 in 2021. The estimated value of these activities is a result of monitoring by the GICHD of actual levels of support provided.

13. Costs associated with providing substantive support to the Presidency and Committees in preparing the two-day intersessional meetings are covered by the ISU budget. Costs totalling CHF 85'000 related to facility rental, interpretation (Arabic, English, French, Russian and Spanish) and conference management for the intersessional meetings are covered by the GICHD budget, again with funds provided by Switzerland.

14. The GICHD will also provide general administrative support to the ISU (in line with the normal level of administrative services provided to the ISU) relating to the implementation of the European Union Council decision of 4 August 2017. The support of the GICHD will be partly compensated at the end of the agreement in 2021 by the Council Decision.

15. Costs associated with providing strategic direction to the Sponsorship Programme are covered by the ISU budget. Costs related to the administration of the Sponsorship Programme, including travel and accommodation services as well as reporting and auditing are covered by the GICHD, again on the basis of funds provided by Switzerland. At present the total cost of the support to the sponsorship programme is difficult to ascertain given the current situation with COVID-19.

16. A portion of ISU staff time is also consumed in providing value-added to the GICHD (which is not discounted from the GICHD's extrapolation of costs associated with hosting the ISU). The intended results of activities in this area include that the GICHD's support activities are enhanced through the contribution of ISU expertise.

V. ISU 2021 Budget¹

<i>2021 ISU BUDGET</i>	
Salaries	522'463
Social Costs	107'105
Subtotal staff costs	CHF 629'568
Staff travel	CHF 54'000
Other support costs ²	CHF 30'000
Subtotal travel and other support	CHF 84'000
Total	CHF 713'568

¹ In accordance with ISU Work Plan and budget 2020-2024 adopted by the Fourth Review Conference.

² Room rentals for committee meetings, catering for lunch-time meetings, working translations of requests for extended mine clearance deadlines and Article 7 reports, interpretation, when required, publications, communications, website, online reporting tool maintenance, short term consultancies/support and staff training, etc.

Objectives

	<i>Activities</i>	<i>Outputs</i>	<i>Outcomes</i>	<i>Impact</i>
Support to the Convention's Committees and the President	Support the President and Committee in implementing their respective mandates in line with the ISU's Five-Year Work Plan and Budget 2020-2024. The ISU will prepare for, support and follow-up on approximately 10 meetings of the Coordinating Committee, 10-15 meetings of the Committee on Article 5 Implementation, 6-10 meetings of the Committee on Cooperative Compliance, 10-15 meetings of the Committee on Victim Assistance, and 10-15 meetings of the Committee on the Enhancement of Cooperation and Assistance. This includes supporting the Committee in reaching out to relevant States Parties and organization for bilateral meetings to support the strengthening of partnerships. The ISU will, in eight instances, assist the President and Committees in the preparation of "preliminary observations, "conclusions" and "observations and recommendations" for the intersessional meeting and the Nineteenth Meeting of the States Parties. The ISU will, on 2-5 occasions, support the President and Committees that wish to undertake special initiatives (e.g., panel discussions, symposiums, dialogues, individualised approach etc.) to promote implementation. The ISU will also support the Committees in disseminating advice, lessons learned and best practices to States Parties in implementation of the Convention and Oslo Action Plan's commitments in line with their respective	Up to 50 Committee meetings have been supported. Up to five special initiatives of Committees / Chairs are undertaken. "Preliminary observations, "conclusions" and / or "observations and recommendations", as relevant, have been presented by Committees at intersessional meetings and at the Nineteenth Meeting of the States Parties. The President and the Committees have received the information and advice necessary to carry out their functions.	The Coordinating, Article 5 Implementation, Cooperative Compliance, Victim Assistance and Enhancement of Cooperation and Assistance Committees, and the Convention's President, perform in a manner that is to the satisfaction of the States Parties.	The implementation of the Convention has been enhanced. Implementation of the Oslo Action Plan is advanced.

	<i>Activities</i>	<i>Outputs</i>	<i>Outcomes</i>	<i>Impact</i>
	mandates. In this regard the ISU will support the Committees in reaching out to relevant States Parties in accordance with their mandate. The ISU will support the Committee on Article 5 Implementation throughout the Article 5 extension request process and in fulfilling their mandate to draft analysis on request and follow-up on decisions of Meetings of the States Parties / Review Conferences on granted requests for extension. The ISU will provide to the Committees advice on any issue related to the pursuit of the Convention's aims, including by building the capacity of the Committee early in the year. The ISU will support the Committees with any additional efforts in implementing their mandates including the collection and analysis of relevant information.			
Support to the Convention's meetings	The ISU will provide the President and Committees with advice and support necessary to prepare for the annual Pledging Conference, Intersessional Meeting, the Nineteenth Meeting of the States Parties and its preparatory meetings. This will include 1 planning mission by 2 ISU staff members in the first half of 2021 as well as travel by ISU Staff to the Nineteenth Meeting of the States Parties in November 2021. This includes support in drafting documentation, including liaising with the UN on this matter, and invitation packages, establishment of a page on the Convention's webpage to ensure access to documents and information on the meeting and ensuring that all presentations and information presented during the meeting (e.g. Final Report) are made available on the Convention's website.	The President and the Committees have received the advice and support necessary for a successful Pledging Conference, Intersessional Meetings, Nineteenth Meeting of the States Parties and its preparatory meetings. The Twentieth Meeting of the States Parties President / host has received the advice and support necessary to ensure that sound preparations are underway.	The Pledging Conference, Intersessional Meetings, the Nineteenth Meeting of the States Parties and preparatory meetings are substantively and organisationally successful. Preparations begin for the successful execution of the Twentieth Meeting of the States Parties.	The implementation of the Convention has been enhanced. The meetings take place in a format which advances the aims of the Oslo Action Plan.

	<i>Activities</i>	<i>Outputs</i>	<i>Outcomes</i>	<i>Impact</i>
Victim assistance support	The ISU will provide advice and support to the presumed president designate of the Twentieth Meeting of the States Parties in order to ensure that preparations proceed in a timely manner.			
	The ISU will support the Committee on Victim Assistance's efforts to provide each "State Party with mine victims in areas under its jurisdiction or control" with advice on reporting and acting on the victim assistance commitments contained in the Oslo Action Plan.	The Committee receives the necessary information and support to provide advice and support to States Parties with mine victims in areas under their jurisdiction or control to enable them to report on the victim assistance commitments contained in the Oslo Action Plan.	Each State Party with mine victims in areas under its jurisdiction or control has reported on the implementation of its victim assistance commitments contained in the Oslo Action Plan.	Progress has been made towards the full participation of mine victims in all spheres of their societies on a basis equal to others.
	The ISU will support the Committee in gathering information on efforts made by States Parties to implement victim assistance and disability activities relevant to the work of the Convention in order to support their efforts in support of States Parties.	States Parties receive support and advice on acting on the victim assistance commitments contained in the Oslo Action Plan.	The Committee on Victim Assistance and relevant organisations have an increased sense of how to best cooperate to meet the objectives of the Oslo Action Plan.	Increased support is provided to States Parties which sees a more effective implementation of the victim assistance commitments of the Oslo Action Plan.
	The ISU will ensure engagement with States Parties that having reported a significant number of landmine survivors to ensure, amongst other things, awareness of the tools that have been developed by the States Parties to support Victim Assistance efforts.	The Committee receives information on the status of victim assistance activities in States Parties.		
	The ISU will provide in-country support to up to 5 individual States Parties in their efforts of integrating victim assistance into broader domains by, for example, supporting the hosting and facilitating of national stakeholder dialogues.	The Committee receives the necessary information and support in its effort to increase its cooperation with victim assistance actors of other disarmament instruments and organizations working in the area of development, health, disability and human rights in Geneva.		
	The ISU will provide support to the Committee in its collaboration with victim assistance actors of other disarmament instruments as well as with Committee on the Rights of Persons with Disabilities (CRPD) and the Special Rapporteur on the Rights of Persons with Disabilities for the elaboration of policies and recommendations for			

	<i>Activities</i>	<i>Outputs</i>	<i>Outcomes</i>	<i>Impact</i>
	States Parties and to improve the Convention Machinery.			
Mine clearance and mine risk education and reduction support	The ISU will support the efforts of the Committee on Article 5 Implementation to provide mine affected States Parties with advice on reporting and acting on the mine clearance and mine risk education and reduction commitments contained in the Oslo Action Plan. The ISU will provide to each States Party that has been requested by Meetings of States Parties / Review Conferences to act upon decisions pertaining to the implementation of Article 5, advice and support to enable them to act on these decisions fulfil their completion plans and implement their commitments. The ISU stands ready to carry out up to 10 missions to respond to requests of States Parties with Article 5 deadlines in 2022 and 2023 and in support of States Parties that have been requested in decisions on extension requests granted by Meetings of the States Parties to provide updated work plans by, for example, supporting the hosting and facilitating of national stakeholder dialogues. Additionally, the ISU will provide advice and support to States Parties in preparing and tabling a declaration of completion or, in case the State Party cannot do otherwise, to prepare and submit, on time, an extension request in accordance with the process established by the Seventh Meeting of the States Parties and the recommendations adopted by the Twelfth Meeting of the States Parties.	The States Parties that have been requested by Meetings of the States Parties / Review Conferences to act upon decisions pertaining to their implementation of Article 5 have received sufficient advice and support to enable them to act on these decisions. The 10 States Parties with Article 5 deadlines in 2022 and 2023 and other relevant States Parties and have received advice and support to either prepare and submit, on time, an extension request, updated work plans or prepare and table a declaration of completion.	The States Parties that have been requested by Meetings of States Parties / Review Conferences to act upon decisions pertaining to their implementation of Article 5 act as requested. High quality declarations of completion have been tabled or high-quality requests for extensions are submitted by all relevant States Parties.	Progress has been made in the implementation of Article 5. Increased support is provided to States Parties which see a more effective implementation of the mine clearance commitments of the Oslo Action Plan.
Other support to States Parties	Providing information to representatives of States Parties on their obligations and political	The States Parties receives the necessary information and	The States Parties report on the implementation of their	The States Parties continue to improve their reporting on

	<i>Activities</i>	<i>Outputs</i>	<i>Outcomes</i>	<i>Impact</i>
	commitments under the Convention and the Oslo Action Plan as well as on good practices with regard to reporting and the provision of information under Article 7.	support to report on the commitments contained in the Oslo Action Plan and to implement their commitments under the Convention.	commitments under the Oslo Action Plan States Parties participate actively in the work of the Convention.	implementation in line with the Oslo Action Plan and Guide to Reporting. States Parties continue to engage with the work of the Convention including by providing updates on their implementation efforts.
	Supporting an active participation of the States Parties in the work of the Convention including in Convention meetings and other related activities.	The States Parties receives the necessary information and support to participate actively in the work of the Convention.		
Support in fulfilling the President's mandate	Support the President with the implementation of its mandate concerning States Parties implementing Article 4 of the Convention, States Parties that reports previously unknown stockpiles and efforts to address matters concerning retained mines under Article 3; If requested, support the States Parties with outstanding Article 4 obligations, States Parties that discover previously unknown stockpiles and States Parties retaining mines under Article 3 with reporting in line with the Oslo Action Plan; Support the President with the implementation of its mandate concerning universalization. In particular, support the President in compiling information concerning universalisation, coordinating bilateral meetings with States not party and with an informal universalization working group of the Convention and any other matter concerning the President's universalization mandate, as requested by the President; Support the President with the implementation of its mandate concerning Article 7 of the Convention; Provide advice and support required by the President to mobilize resources in support of the	Each State Party in the process of implementing Article 4, each State Party that has reported previously unknown stockpiles and each State Party retaining mines under Article 3 has received sufficient advice and support to act on commitments contained in the Oslo Action Plan. The President has the support necessary to act on its mandate including on reporting on the status of implementation of Article 4. The President receives the support necessary to carry out efforts to Universalize the Convention. The President receives the necessary information and support to ensure a successful Pledging Conference.	Each State Party in the process of implementing Article 4, each State Party that has reported previously unknown stockpiles and each State Party with retained mines under Article 3 has acted on their commitments contained in the Oslo Action Plan. States not party participate in the work of the Convention and engage with the President. Each contributing State Party has made their contribution to the ISU, Review Conference and Sponsorship Programme.	Progress has been made in the implementation of Article 4. Increased and more effective implementation of the stockpile destruction commitments of the Oslo Action Plan. Progress has been made towards universalization of the Convention and implementation of the universalization commitments of the Oslo Action Plan. There is greater predictability of funding to be provided to the ISU.

	<i>Activities</i>	<i>Outputs</i>	<i>Outcomes</i>	<i>Impact</i>
	Convention's ISU and the Nineteenth Meeting of the States Parties and Sponsorship Programme.			
Support for other matters	The ISU will provide advice and support to all States Parties in acting on their transparency obligations under Article 7 of the Convention and transparency commitments of the Oslo Action Plan; Facilitate communication to encourage strengthened partnerships between and among States Parties and other relevant stakeholders in order to accelerate the full implementation of the Convention; Facilitate the exchange of information between States Parties requiring assistance and those in a position to provide it in order to better target scarce resources;	Each State Party has received information it requires to act on its transparency obligations under Article 7 of the Convention and transparency commitments in the Oslo Action Plan. Each State Party requiring support is provided with the information necessary to best use the structures of the Convention to support their implementation efforts. States Parties in a position to provide support are provided with information on the status of implementation of relevant mine-affected States Parties.	States Parties have acted on their transparency obligations under Article 7 of the Convention and transparency commitments in the Oslo Action Plan. States Parties requiring assistance engage with the processes of the Convention and implement best practices in resource mobilization. States Parties in a position to provide assistance better target their support to mine affected States requiring support.	Improvements have been made in the quantity and quality of transparency information provided. Greater clarity on the status of implementation of the Convention has been obtained. States Parties requiring assistance and States Parties in a position to provide assistance increase their cooperation.
Support for the Sponsorship Programme	The ISU will develop strategic plans for the Coordinator of the Sponsorship Programme for the intersessional meetings and the Nineteenth Meeting of the States Parties to sponsor up to 60 persons total depending on the availability of funds and act on the decisions of the Sponsorship Programme's Donors' Group. Support the Sponsorship Programme Coordinator in mobilizing resources for the Sponsorship Programme.	The Sponsorship Programme Donors' Group and its Coordinator have the information and advice necessary to take decisions on sponsorship. The Sponsorship Coordinator receives support the necessary support to carry out efforts to mobilize resources for the Sponsorship Programme.	Two sponsorship programmes are administered (intersessional meetings and Nineteenth Meeting of the States Parties). The Sponsorship Programme counts on sufficient funding to ensure the participation of States Parties that require assistance to participate in the work of the Convention.	Participation in the work of the Convention is enhanced, especially by ensuring the representation of relevant experts from States Parties with key obligations still to fulfil.

	<i>Activities</i>	<i>Outputs</i>	<i>Outcomes</i>	<i>Impact</i>
Communications, liaison and record keeping	The ISU will convene and / or participate in liaison meetings with the ICBL, ICRC, UN, GICHD and other relevant actors that participate in the work of the Convention such as the HALO Trust, MAG, and NPA etc... The ISU will liaise with actors that participate in the work of the Convention and will communicate to wider audiences about the Convention, including by participating in activities in Geneva and abroad. The ISU will carry out up to 5 missions for the purpose of liaison and / or participating in conferences or similar events that relate to matters concerning the implementation of the Convention The ISU will lead seminars or provide training on understanding the Convention and its operations. The ISU will ensure the Convention's presence on social media platforms and increase the frequency of updates to the home page on the Convention's website. The ISU will maintain and enhance the Convention's Documentation Centre and communicate, as appropriate, the decisions and priorities resulting from the Convention's meetings. The ISU will respond to inquiries from States Parties and inquiries from other actors regarding matters pertaining to the Convention.	Relationships with partners have been maintained and, as relevant, new relationships have been formed. States Parties' representatives and other organisations and entities have become more knowledgeable about the Convention. Delegations have been well informed about the outcomes of the Convention's meetings. A wider audience beyond the <i>Convention community</i> has been made aware of the progress made by the Convention and of the challenges that remain. Information on the Convention and its implementation has been made readily accessible to States Parties and other interested actors.	Support provided to States Parties has been enhanced. The Convention has been made more visible in the public domain and the public has an increased opportunity for the work of the Convention. Representatives of States Parties have the documentation needed to efficiently carry out their work as concerns the Convention.	The public profile of the Convention is enhanced. The pursuit of the Convention's aims is enhanced.