

**Fourth 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**

4 November 2019

English only

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**Oslo, 26-29 November 2019**

Item 10 of the provisional agenda

**Consideration of the 2020-2024 five-year work plan and budget and of the 2020 work plan and budget  
of the Implementation Support Unit**

**Activities, functioning and finances of the Anti-  
personnel Mine Ban Convention Implementation  
Support Unit**

**Submitted by the Director of the Implementation Support Unit**

**I. Background**

1. At the 2001 Third Meeting of the States Parties (3MSP), the States Parties endorsed the President's Paper on the Establishment of the Implementation Support Unit (ISU) and mandated the Geneva International Centre for Humanitarian Demining (GICHD) to establish the ISU. The 3MSP also encouraged States Parties in a position to do so to make voluntary contributions to support the ISU. In addition, the States Parties mandated the President of the 3MSP, in consultation with the Coordinating Committee, to finalise an agreement between the States Parties and the GICHD on the functioning of the ISU. The GICHD's Council of Foundation accepted this mandate on 28 September 2001.

2. At the 2010 Tenth Meeting of the States Parties, the States Parties endorsed the final report of the ISU Task Force and, in doing so, adopted the Directive from the States Parties to the ISU, ensuring that the ISU is directly responsible to the States Parties while it continues to be hosted by the GICHD. In taking these actions, the States Parties agreed that the ISU would "report in written form as well as orally on the activities, functioning and finances of the ISU to each Meeting of the States Parties or Review Conference, and to informal meetings under the Convention as appropriate." In addition, the States Parties agreed that "an audited Annual Financial Report (...) for the previous year and a preliminary Annual Financial Report for the present year shall be submitted by the ISU to the Coordinating Committee and subsequently to each Meeting of the States Parties or Review Conferences for approval."

3. At the 2015 Fourteenth Meeting of the States Parties (14MSP) the States Parties adopted the Implementation Support Unit Work Plan and Budget 2016-2019. Furthermore, the 14MSP adopted a Decision on strengthening financial governance and transparency within the ISU which, in part, established a financial security buffer and measures related to the management of expenditures related to core support of the ISU and of the financial security buffer.

4. The Decision on strengthening financial governance and transparency within the ISU also established that early in each year a conference of States Parties shall be held to collect pledges and contributions in order to obtain an overview of funds that can be expected for the current year as well as for the foreseeable period.



5. At the 2018 Seventeenth Meeting of the States Parties (17MSP) the States Parties adopted the Implementation Support Unit Work Plan and Budget 2019. In 2019, to 30 October 2019, contributions have been received from the following 18 States Parties – Australia, Canada, Costa Rica, Finland, France, Germany, Ireland, Japan, Mozambique, Netherlands, Norway, Peru, Slovenia, Sweden, Switzerland, Thailand, Turkey, and the United Kingdom.

**Report:**

**Mandate #1: “Prepare, support and carry out follow-up activities from formal and informal meetings under the Convention including Meetings of the States Parties, Review Conferences, Amendment Conferences, intersessional meetings, Standing Committees, the Coordinating Committee and the Article 5 Extension Request Analysing Group”<sup>1</sup>**

**Mandate #2: “Provide substantive and other support to the President, President-Designate, Co-Chairs and Co-Rapporteurs in their work related to all such meetings”<sup>2</sup>**

6. To date, the Implementation Support Unit (ISU) prepared, supported and carried out follow-up activities associated with eight meetings of the Coordinating Committee. The initial Coordinating Committee meeting on 18 January 2019 took the form of a retreat to kick start the important process of developing a road map towards the Fourth Review Conference and included the participation of a number of outside organizations including non-governmental organizations. The ISU provided support to the President in organizing the meeting and provided a briefing for Coordinating Committee members concerning the status of the Convention. As a result, Committee members had an increased understanding of the status of implementation of the Convention.

7. The ISU provided support to the President and the Convention’s Committees in developing their annual work plans and establishing key objectives to meet their respective mandates. In doing so, the ISU supported the Committees and the President in preparing and distributing initial communications to relevant States Parties including, at the time, the 32 States Parties<sup>3</sup> implementing mine clearance obligations under Article 5 of the Convention, the 30 States Parties<sup>4</sup> which have indicated having a responsibility for a high number of landmine survivors, the 3 States Parties<sup>5</sup> implementing stockpile destruction obligations under Article 4 of the Convention and the 3 States Parties<sup>6</sup> in which allegations of use of mines in territory under their jurisdiction or control persist.

8. The ISU provided support to the President in preparing and distributing initial communication including to all States Parties concerning the President’s mandate to lead efforts to mobilise sufficient resources to fund the operations of the Implementation Support Unit; to the 33 States not party which are a target of the President’s universalization efforts, and; to the 55 States Parties<sup>7</sup> that have not indicated having developed national legislations

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<sup>1</sup> At the Third Review Conference, Standing Committees were replaced by four Committees and the mandate to analyse requests for extension under Article 5 was placed under the Committee on Article 5 Implementation. At the Third Review Conference, the structures of the Committees were altered and now include one Chair and three Committee Members.

<sup>2</sup> The Committee on Article 5 Implementation, Committee on Victim Assistance, Committee on the Enhancement of Cooperation and Assistance and the Committee Cooperative Compliance.

<sup>3</sup> Afghanistan, Angola, Argentina, Bosnia and Herzegovina, Cambodia, Chad, Chile, Colombia, Croatia, Cyprus, Democratic Republic of the Congo, Ecuador, Eritrea, Ethiopia, Iraq, Niger, Oman, Peru, Senegal, Serbia, Somalia, South Sudan, Sri Lanka, State of Palestine, Sudan, Tajikistan, Thailand, Turkey, Ukraine, United Kingdom, Yemen, Zimbabwe.

<sup>4</sup> Afghanistan, Albania, Angola, Bosnia and Herzegovina, Burundi, Cambodia, Chad, Colombia, Croatia, Democratic Republic of the Congo, El Salvador, Eritrea, Ethiopia, Guinea-Bissau, Iraq, Jordan, Mozambique, Nicaragua, Peru, Senegal, Serbia, Somalia, South Sudan, Sri Lanka, Sudan, Tajikistan, Thailand, Uganda, Yemen, Zimbabwe.

<sup>5</sup> Greece, Sri Lanka, Ukraine.

<sup>6</sup> Sudan, Ukraine, Yemen.

<sup>7</sup> Antigua and Barbuda, Bahamas, Bangladesh, Barbados, Benin, Bolivia, Botswana, Brunei Darussala, Cameroon, Cape Verde, Comoros, Congo, Dominica, Dominican Republic, Ecuador, Equatorial

or indicated that legislations in place is sufficient to address matters under Article 9 of the Convention.

9. Communication from the Committee on Victim Assistance, the Committee on Article 5 Implementation and the President recalled to the States Parties the importance of submitting reports under Article 7 by the 30 April deadline as well as encouraging States Parties to employ the Guide to Reporting adopted by the States Parties at the Fourteenth Meeting of the States Parties and its sample annex as well as to seek the support of the ISU on reporting if required.

10. The ISU further supported the President in holding bilateral discussions with States not Party by providing background material and supporting the President during bilateral meetings including for meetings held with Armenia, Azerbaijan, Bahrain, Georgia, Kyrgyzstan, Lao PDR, Marshall Islands, Mongolia and Nepal.

11. On the margins of the 5-8 February 2019 22nd International Meeting of Mine Action National Programme Directors and United Nations Advisors, the ISU supported the Committee on Article 5 Implementation in holding bilateral meetings with States Parties that indicated to the 17MSP that they would be submitting requests for extension of their Article 5 deadlines including Cambodia, Chad, Eritrea, Ethiopia, Tajikistan and Yemen as well as States Parties that were due to submit updated work plans in accordance with decisions on previously granted requests for extension including Ecuador, Iraq, Thailand, Zimbabwe and Ukraine.

12. The ISU supported the Committee on Cooperative Compliance in organizing bilateral meetings with the 3 States Parties in which there are allegations of use of anti-personnel mines in areas under their jurisdiction or control (Ukraine, Sudan and Yemen), as well as with the International Campaign to Ban Landmines and Human Rights Watch. The ISU supported the Committee on the Enhancement of Cooperation and Assistance in holding bilateral meetings with States that had held individual approach meetings including Angola and Zimbabwe, as well as those which had demonstrated interest in participating in the individualised approach process including Tajikistan, Cambodia and Ecuador. The ISU further supported the Committee on Victim Assistance in holding bilateral meetings with States Parties concerning reporting on their Victim Assistance commitments including with Sri Lanka, Cambodia, Yemen, Sudan and Iraq.

13. During the International Meeting of Mine Action National Programme Directors and United Nations Advisors, which was focused on Victim Assistance, the ISU supported the Committee on Victim Assistance in planning and developing its interventions to the plenary and in arranging bilateral meetings and discussions with partners.

14. Furthermore, on the margins of the National Director's Meeting, the ISU supported the Committee on the Enhancement of Cooperation and Assistance in hosting a lunch to seek input concerning the individualized approach with was attended by States that participated in past Individualised Approach meetings as well as a number of relevant organizations and non-governmental organizations.

15. The ISU supported the Committee on Victim Assistance in hosting a retreat on Victim Assistance on 22 February 2019 which brought together the Committees and Coordinators of Victim Assistance of the Anti-Personnel Mine Ban Convention, the Convention on Cluster Munitions and the CCW to discuss collaborations. The retreat also saw the participation of Committees and Coordinators of the different Conventions which address matters concerning cooperation and assistance.

16. The ISU provided support and advice to the President in planning and hosting the Fourth International Pledging Conference for the Implementation of the Anti-Personnel Mine

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Guinea , Eritrea, Eswatini, Gabon, Gambia, Ghana, Grenada, Guinea, Guyana, Haiti, Iraq, Jamaica, Liberia, Madagascar, Malawi, Maldives, Nauru, Nigeria, Niue, Palau, Palestine, State of, Philippines, Rwanda, St Lucia, San Marino, Sao Tome and Principe, Sierra Leone, Solomon Islands, Somalia, South Sudan, Sri Lanka, Suriname, Thailand, Togo, Turkmenistan, Tuvalu, Uganda, Ukraine, Uruguay, Vanuatu.

Ban Convention on 26 February 2019. The ISU also provided support on a number of follow-up actions including communicating with States Parties concerning their pledges and developing, finalizing and distributing the final conference document as well as ensuring that the interventions from States at the Pledging Conference were uploaded to the Convention's website: <https://www.apminebanconvention.org/pledging-conferences/fourth-pledging-conference/>

17. The ISU provided advice and support to the President and the Committees in their preparations for the 22-24 May 2019 intersessional meetings. In doing so, the ISU supported the President's and Committee's efforts in finalizing preliminary observations and other documents for the meeting, their preparations for side events, the development and distribution of the invitation and programme for the intersessional meetings, contracting of interpreters for the meeting and servicing officeholders, the States Parties and other participants to ensure a successful meeting. Additionally, the ISU provided communication support to the States Parties to ensure that the work of the Convention's officeholders and the States Parties remains visible. The ISU also provided support to the Committees in their efforts to communicate to States Parties prior to the intersessional meetings with information to encourage and guide their participation. In total, over 330 delegates were registered to participate in these meetings representing 80 States and numerous international and non-governmental organisations.

18. During the 22-24 May 2019 intersessional meetings, the ISU supported the Committee on Article 5 Implementation in holding bilateral meetings with representatives of States Parties that submitted requests for extension in 2019 including Argentina, Cambodia, Chad, Ethiopia, Tajikistan, Yemen as well as with some of the organizations that submitted input to the Committee concerning requests including Mine Action Review, Mines Advisory Group, Norwegian People's Aid and the HALO Trust. The Committee met with States Parties with 2020 deadlines as well as those with deadlines in 2021 including Bosnia and Herzegovina, Chile, Colombia, the Democratic Republic of the Congo, Niger and South Sudan. The Committee also met with Iraq who is due to submit an updated workplan at the Fourth Review Conference in accordance with the decision on its request for extension granted by the Sixteenth Meeting of the States Parties. In addition, the Committee met with States Parties in which reports of the presence of anti-personnel mines of an improvised nature have surfaced.

19. The ISU supported the Committee on the Enhancement of Cooperation and Assistance in their preparations and hosting of the Individualised Approach meetings with Tajikistan and Ecuador on the margins of the intersessional meetings. The ISU further supported the Committee on the Enhancement of Cooperation and Assistance in their preparations and hosting of informal breakfast consultations concerning "Innovative financing" in mine action with the HALO Trust and Gavi Foundation.

20. Following the 22-24 May 2019 intersessional meetings, the ISU provided support to the Committees and the President in follow-up communication to relevant States Parties concerning the information contained in the preliminary observations of the Committees and requesting additional information or clarification on information submitted in order for the Committees to prepare their conclusions and recommendations for the Fourth Review Conference. This included, in particular, follow-up letters to States Parties with outstanding obligations and Maputo Action Plan commitments, related to reporting matters retained anti-personnel mines, and States Parties' decisions on previously granted requests for extension.

21. Over the period of 31 March – 15 September, the ISU supported the Committee on Article 5 Implementation in implementing its mandate to prepare and submit to the States Parties an analysis of requests submitted by Argentina, Cambodia, Chad, Ethiopia, Tajikistan and Yemen. The ISU supported the Committee in its communication with the requesting States Parties as well as with expert organizations to request additional information and expert input following the submission of the requests. The ISU also supported the Committee in their engagement with States Parties that had been granted requests by previous Meetings of the States Parties and where required to act upon specific decisions made on their requests. The ISU further supported the Committee in its engagement with Eritrea which has a deadline of 2020 but has not indicated if it will be in a position to declare completion and has not submitted a request for extension.

22. In addition, the ISU further supported the Committee on Article 5 Implementation in its engagement with States Parties affected by anti-personnel mines of an improvised nature to disseminate the understandings captured by the Committee in their paper submitted to the Seventeenth Meeting of the States Parties entitled “.....”.

23. The ISU supported the Committee on Victim Assistance in implementing its mandate of addressing other fora on matters concerning victim assistance including in supporting the engagement of the Committee, including through the development of joint statements delivered at the National Directors and United Nations Advisors; the Human Rights Council’s session on disability rights with a focus on Article 26 of the CRPD (habilitation and rehabilitation) on Wednesday, 6 March, and; a statement during the opening of the 21st Session of the CRPD Committee on 11 March 2019. Additionally, the ISU supported the Committee on Victim Assistance in its preparations for the Global Conference on Victim Assistance held in Amman, Jordan the 10-12 September 2019. The ISU further supported the Committee in its preparations for the Victim Assistance Experts Meeting to be held on the margins of the Fourth Review Conference.

24. The ISU supported the President with preparations for the Fourth Review Conference including by supporting the preparations of an informal meeting on the Fourth Review Conference held on 3 April, carrying out a planning mission to Oslo on 4 March 2019 together with a representative of UNODA to meet with key individuals of the Ministry of Foreign Affairs of Oslo as well as event coordinators to discuss substantial and organizational matters concerning the Fourth Review Conference. The ISU also provided support to the development of an initial agenda for the Fourth Review Conference and subsequently distributed, on behalf of the President, documents for presentation and discussion at the Convention’s 2019 intersessional meetings and First Preparatory Meeting held on the afternoon of 24 May 2019. The ISU supported the President in its preparations for the First Preparatory Meeting held on 24 May 2019, for the Second Preparatory Meeting held on 18 September 2019 as well as for the second informal meeting held on 7 November 2019. The ISU also established a page for the Fourth Review Conference on the Convention’s website including for the preparatory meetings containing all relevant documents.

25. The ISU supported the work of the Presidency in development of the draft documents to be adopted by the Fourth Review Conference including the *Draft Review of the Operation and Status of the Convention on the Prohibition of the Use, Stockpiling, Production and Transfer of Anti-personnel Mines and on their Destruction: 2014-2019* including compiling comments by States Parties and organizations. In addition to this, the ISU supported the Committees in developing their initial input into the Oslo Action Plan and fielded a number of inquiries into the development of the process for input. The ISU further supported the President by providing advice on outcome documents including the document concerning *Reflections on the Convention’s meeting programme and machinery* and on *Financial predictability and sustainability of United Nations assessed contributions*.

26. The ISU supported the Committees and the President by providing a forecast of documents for the First/Second Preparatory Meeting as well as for the Fourth Review Conference and working closely with the UN. Furthermore, in 2019, the ISU increased coordination with the United Nations documentation department to assure that the documents for the Fourth Review Conference Preparatory Meetings and the Fourth Review Conference would be made available in a timely manner in line with the document forecast and updated forecasts submitted by the ISU.

27. The ISU initiated its support to the incoming President of the Eighteenth Meeting of the States Parties (18MSP) by providing support in identifying meeting dates for Convention meetings in 2020.

28. The ISU supported the president in the drafting of the ISU’s five-year work plan 2020-2024 to be adopted by the Fourth Review Conference which was endorsed by the Coordinating Committee.

29. The ISU further supported the Committees in their preparations for the Fourth Review Conference, including, as indicated above, support to the Committee on the Enhancement of Cooperation and Assistance in the planning of the Individualised Approach for Cambodia. The ISU further supported the Committee on the Enhancement of Cooperation and

Assistance in the planning for a side event on National Mine Action Platforms as well as its efforts in establishing an online reporting tool.

30. As anticipated in the drafting of the Work Plan and Budget for 2019, the work of the ISU in support of the Committees ensured that office holders were able to perform in a manner that was satisfactory to the States Parties. Likewise, the support from the ISU contributed to ensuring a successful Pledging Conference, intersessional meetings and formal and informal meetings for preparation for the Fourth Review Conference.

**Mandate #3: “Provide advice and technical support to States Parties on the implementation and universalization, including on the Sponsorship Programme, of the Convention”**

31. The ISU provided advice to States Parties that indicated would submit requests for extended mine clearance deadlines in 2019 (Argentina, Cambodia, Eritrea, Ethiopia, Tajikistan, Yemen) and began doing so with respect to the two States Parties that had indicated would need to or may need to submit requests for consideration at the Eighteenth Meeting of the States Parties (Colombia and South Sudan). This support included support missions by the ISU to promote and support and inclusive process of development of the extension request as follows:

(a) On 13-19 January 2019 the ISU carried out a mission to Tajikistan to provide advice and support in the development of their Article 5 extension request;

(b) On 25-27 February 2019 the ISU carried out a mission to Cambodia to provide advice and support in the development of their Article 5 extension request;

(c) On 12-16 February 2019 the ISU carried out a mission to Ethiopia to provide advice and support in the development of their extension request;

(d) On 18-20 March 2019 the ISU carried out a mission to Colombia to provide advice and support in the development of their extension request;

(e) On 26-27 March 2019 the ISU carried out a follow-up mission to Ethiopia to provide advice and support in updating their extension request based on the Committee’s initial assessment;

(f) On 3 -8 July 2019 the ISU carried out a follow-up mission to Tajikistan to provide advice and support in updating their extension request based on the Committee’s initial assessment;

(g) On 1-5 April 2019 the ISU carried out a mission to South Sudan to provide advice and support in the development of their extension request;

(h) On 3-7 July the ISU carried out a mission to Angola to provide advice and support in the further development of their extension request.

32. The ISU supported States Parties in the process of developing updated work plans in accordance with decisions on their respective extension requests. In this regard, the ISU carried out support missions as follows<sup>8</sup>:

(a) On 20-22 March 2019 the ISU carried out a mission to Ecuador to provide advice and support in the development of their updated work plan.<sup>9</sup>

(b) On 27 February-1 March 2019 the ISU carried out a mission to Thailand to provide advice and support in the development of their updated work plan.

(c) On 28 October – 30 October 2019 the ISU carried out a mission to Iraq to provide advice and support in the development of their updated work plan.

33. The ISU provided advice to a number of States Parties on the implementation of their Convention obligations as well as on reporting on their commitments and understandings adopted by the States Parties. Additionally, the ISU provided support to the States Parties by

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<sup>8</sup> Travel to Ecuador and Thailand were made cost efficient by coordinating the visits with Article 5 support visit to States developing requests for extension namely Cambodia and Colombia;

answering inquiries concerning participation during the 26 February 2019 Fourth Pledging Conference, 22-24 May 2019 intersessional meetings, and the Convention's Fourth Review Conference and its preparatory meetings.

34. The ISU provided support to the Sponsorship Programme Coordinator in raising awareness and distributing communications on the status of the Programme as well as on the strategic approach to using limited sponsorship funds available to the Programme for the 22-24 May 2019 intersessional meetings/First Preparatory Meeting and the Fourth Review Conference. The ISU also supported the Coordinator of the Sponsorship Programme in preparing invitation letters for 17 States Parties to request sponsorship for the 22-24 May 2019 intersessional meetings and to 39 States Parties for the Fourth Review Conference.

**Mandate #4: “Facilitate communication among the States Parties, and promote communication and information regarding the Convention towards States not Party and the public”**

35. The ISU received and responded to numerous inquiries from States Parties, States not party and organisations regarding participation in the Convention's activities as well as on the status of implementation of the Convention and had the opportunity to engage with a number of partners and organizations including during Convention meetings in Geneva and on mission.

36. The ISU was invited to deliver a presentation on the status of the Convention to the 16<sup>th</sup> International Symposium and Equipment Exhibition “Mine Action 2019” hosted in Slano, Dubrovnik – Neretva County, Croatia on 8-11 April 2019.

37. The ISU joined a panel on Victim Assistance during the *Afghanistan Donor & Implementing Partners Coordination Workshop for Mine Action: Celebrating 30 years of Mine Action in Afghanistan* held on 25 - 28 March 2019 in Geneva to share the understanding of the Convention on Victim Assistance and the important role of peer support.

38. The ISU continued to maintain the Convention's presence on leading social media platforms. As well, the ISU continued to make itself available to student groups and others that wish to learn about the Convention and its implementation processes including by offering a presentation on 27 February 2019 to a Cranbrook University group of nursing students currently working on their Bachelor of Science in Nursing on the work of the Convention in the area of Victim Assistance.

39. The ISU provided additional communications support to the States Parties included during the 26 February 2019 Fourth International Pledging Conference, the Convention's anniversary on 1 March 2019, during the 22-24 May 2019 intersessional meetings and First Preparatory Meeting for the Fourth Review Conference and the Second Preparatory Meeting on 18 September 2019. The ISU further supported the States Parties in developing communication ideas for the Presidency.

40. The ISU carried out a visit to Brussels on 14 March 2019 to brief the EU Council working group on non-proliferation (CONOP) on the implementation of the Convention and the EU Council Decision in support of implementation of the Convention.

41. On 1 July – 5 July, at the invitation of Turkey, the ISU accompanied the President and his delegation to Turkey to visit their mine action programme and meet with authorities of the Ministry of Foreign Affairs, the National Mine Action authorities, the UN Country Coordinator and the Head of the European Union delegation.

42. On 21 August, the ISU provided a briefing to the 2019 UN Disarmament Fellows on the Convention, its status and its relationship to other disarmament treaties.

43. On 9 October, the ISU provided a presentation to GICHD staff on the ISU's priorities in 2020 during the GICHD's planning week as well as provided suggestions on how GICHD activities could align themselves with the deadlines of States Parties for the fulfilment of the Convention's core obligations.

44. On 10 October, the ISU provided a presentation to a delegation of German army officers from the German Staff Officers School on the Convention, in particular on the

understandings of the States Parties concerning implementation of the victim assistance provisions of the Convention;

45. On 8-9 July, the ISU was invited to participate in the World Health Organizations Rehabilitation 2030 meeting. On this occasion, the ISU took the opportunity to interact with participants concerning the EU-supported Global Victim Assistance Conference;

46. The ISU continued to update and enhance the Convention's website, including by establishing content for the Fourth International Pledging Conference, intersessional meetings and the Fourth Review Conference. The ISU put considerable effort into revising content on the Convention's website ([www.apminebanconvention.org](http://www.apminebanconvention.org)). The ISU also continued its effort to redesign its website and provide stakeholders with a more user-friendly website. However, this process has been delayed due to circumstances outside of the control of the ISU.

47. The ISU continued its collaboration with stakeholders of the Convention including non-governmental organizations and United Nations agencies including GICHD, UNDP, UNMAS, ICRC and the ICBL and its participation in different working groups including the IMAS Review Board, Mine Action AOR and disability related working groups.

48. The ISU continued its efforts communicate about the Convention including through the Convention's website and the Convention's social media platforms. The ISU further carried out efforts to coordinate communications with various stakeholders ahead of the Conventions 20<sup>th</sup> anniversary since entry into force as well as carry out celebratory activities such as the event carried out on 1 March 2019 near the Geneva "Jet d'eau" and the coordination of a commemorative photo on the margins of the 22-24 May 2019 intersessional meetings.

49. The ISU was invited to participate in two panel presentations on the obligations of the Convention in general and on cooperation and assistance in particular at the *Regional Seminar on Landmines, Cluster Munitions and Explosive Remnants of War*, organized by the ICRC in Vientiane, Lao PDR on 29-30 April 2019.

50. The ISU also supported Cambodia, Ecuador and Tajikistan in their preparations for their participation in the individualised approach.

**Mandate #5: "Keep records of formal and informal meetings under the Convention, and communicate, as appropriate, the decisions and priorities resulting from such meetings to States Parties and other stakeholders"**

51. In 2019, the ISU continued to make available information related to the outcomes of the Seventeenth Meeting of the States Parties, collecting outstanding statements and uploading of statement and presentations offered by States and organizations to the Convention's website.

52. The ISU collected statements from delegations during the Fourth International Pledging Conference making them available online and communicated the outcomes of the Fourth International Pledging Conference to States and organization through the distribution of the Final Report of the Conference.

53. The ISU also ensured that the volume of documents and statements generated at the 22-24 May 2019 intersessional meetings and the First and Second Preparatory Meetings for the Fourth Review Conference were collected and made available on the Convention's website.

**Mandate #6: "Liaise, and coordinate as appropriate, with relevant international organisations that participate in the work of the Convention, including the ICBL, the ICRC, the UN and the GICHD"**

54. The ISU met on several occasions with the ICRC, ICBL member organisations including MAG, NPA and other organization such as the HALO Trust, the UNDP, UNMAS, the GICHD to discuss collaboration in supporting implementation and universalization of the Convention.

55. The ISU continued to liaise with the Convention on the Rights of Persons with Disabilities (CRPD), including by attending relevant portions of and supporting the

Committee on Victim Assistance in delivering statements to the Fortieth session of the Human Rights Council.

### **Enhanced support**

56. The ISU continued its efforts initiated in 2018 related to enhanced support, which has allowed the intensification of support to the Committee on Victim Assistance in their communication with victim assistance stakeholders and has paved the way for support to a number of States Parties in the implementation of their victim assistance commitments under the Convention through the delivery of “Process Support”:

- Process support involves country visits during which one-on-one meetings with officials from relevant ministries take place to raise awareness of the victim assistance issue and to stimulate inter-ministerial coordination. Outreach to relevant international and other organizations also takes place to ensure that their efforts in support of the State Party in question are not being duplicated but rather are both incorporated into and incorporate mine victim assistance efforts. Mine survivors and organizations of persons with disabilities are also consulted. In some countries inter-ministerial workshops bring together all relevant actors to discuss and consolidate improvements on objectives and the development and implementation of plans.
- The expected outcome of this activity is an improved capacity in the targeted States Parties to move forward in the process of setting their own specific objectives and developing and/or implementing plans of action with a tangible improvement in institutional frameworks to address disability issues and in services available to mine survivors and other persons with disabilities. *Process support* has also involved assisting relevant States Parties to provide clarity on the status of victim assistance in their State.

57. From 1 January – 30 October 2019, support to States Parties’ on this aspect of implementation has been as follows:

(a) On 25-26 April 2019, the ISU provided support to Cambodia in hosting a stakeholder dialogue to review the victim assistance section of the 2018-2020 Implementation Plan of the Cambodian Mine Action Authority (CMAA) in the context of their 2018-2025 Mine Action Strategy and in conjunction with the policies and programmes of the MoSVY and DAC, particularly those associated to the implementation of the Convention on the Rights of Persons with Disabilities (CRPD). The stakeholder dialogue suggested recommendations to improve victim assistance and its integration into relevant national policies and programmes, and to improve the Implementation Plan.

(b) On 29-30 June 2019, the ISU provided support to Somalia through the Somalia Mine Action Centre in the organisation of a stakeholder’s dialogue aimed at developing a strategic approach to address the needs of mine/ERW victims in a sustainable manner. The dialogue brought together stakeholders to discuss the implementation of victim assistance and start the process to develop a national plan of action on victim assistance and disabilities.

(c) On 2-4 July 2019, the ISU undertook a mission to Zimbabwe to hold discussions with relevant ministries in order to better understand the current status of victim assistance related activities and work with relevant actors to plan a way forward through process support provided by the ISU.

58. In addition to these support missions, follow-up support continued to ensure that the momentum gained from these visits and conversations was not lost.

### **Extra budgetary activities**

59. Since 2017, the ISU has been implementing an EU Council Decision in support of the Implementation of the Anti-Personnel Mine Ban Convention and the Maputo Action Plan.

60. In 2019, the ISU supported South Sudan in organising and hosting a Dialogue on Victim Assistance “Meeting the Needs of Mine Victims”. The ISU undertook a technical visit in May 2019 to prepare for this event and supported the organisation of the Dialogue which was held from 17-19 July 2019 in Juba, South Sudan.

61. The ISU supported Jordan in hosting a Global Conference on Victim Assistance: Fostering Partnerships. The Global Conference took place in Amman from 10-12 September 2019 and was chaired by HRH Prince Mired, the Convention’s Special Envoy. Nearly 200 representatives of States and civil society organizations including dozens of landmine survivors from Jordan and all over the world participated in the conference. The aim of the Global Conference was to deepen understandings and foster collaboration to better address the needs of mine survivors according to obligations under the Anti-Personnel Mine Ban Convention.

62. The ISU also worked with the Convention’s Special Envoys to carry out Universalization missions. On 3-4 October 2019, the ISU supported Her Royal Highness Princess Astrid of Belgium when she visited Lebanon. During her visit with Lebanese authorities, HRH met with the President of Lebanon H.E. General Michel Aoun and the Minister of Defence to encourage the Lebanese leadership to take steps towards joining the Convention. The visit also included interactions with in-country mine action stakeholder including national and international organization.

63. Additionally, on 22-25 October 2019, the ISU supported His Royal Highness Prince Mired Raad Zeid Al-Hussein of Jordan when he visited the Lao People’s Democratic Republic. During his visit with Laotian authorities, HRH met with the Prime Minister, the Minister of Foreign Affairs, the Minister of Defence, the Minister of Labour and Social Welfare and the Vice-Minister of Foreign Affairs to encourage the Laotian leadership to take steps towards joining the Convention. The visit also included interaction with in-country mine action stakeholders, including national and international organizations.

64. As the entity designated to implement the EU Council Decision on the implementation of the Convention, the ISU continued to explore and carried out communications activities to promote this initiative

### **Gender and diversity**

65. In 2019, the ISU continued to implement its gender and diversity action plan, which aims to ensure consistent gender and diversity mainstreaming in all ISU activities. Examples of how the ISU sought to achieve this goal include:

(a) advised those being supported by the ISU in convening meetings, workshops and conferences on the importance of ensuring, to the extent possible, that both men and women of different ages and backgrounds, including women and men with disabilities, are able to participate and that there is gender balance in terms of panellists;

(b) conducted accessibility verifications prior to engaging in the use of any meeting facility;

(c) proposed that invitation letters to meetings, workshops and conferences encourage diverse participation;

(d) ensured that the principal tools used by the ISU in supporting States Parties continue to take into account age and gender;

(e) advised States Parties in preparing Article 5 extension requests on the collection and analysis of sex and age disaggregated data and information; and continued to place an increasing emphasis on ISU staff using gender and age sensitive language that promotes a positive and inclusive image of women and men with disabilities.

66. The ISU recognises the importance and is committed to ensuring that gender and diversity issues are considered in every aspect of its work.

67. In 2019, in cooperation with the Sponsorship Programme Coordinator, Australia, the ISU continued its efforts to strengthen the language concerning substantial participation during the Convention's informal and formal meeting in sponsorship letters to encourage delegations to consider gender and diversity in the composition and participation of their delegations.

## Staffing

68. As of 5 October 2017, the staffing of the ISU consisted of three staff positions amounting to 2.6 full time equivalent staff positions: Director (100%), Implementation Support Specialist (70%)<sup>10</sup> and an Implementation Support Officer (100%).

69. Since 1 April 2018, the ISU staffed the position of Implementation Support Officer to support the implementation of "Enhanced Support" for Victim Assistance in accordance with the ISU's four-year work plan. In accordance with the Decision on strengthening financial governance and transparency within the ISU adopted by the 14MSP, the position of Implementation Support Officer dedicated to the provision of "Enhanced Support" in 2019 is financed from surplus financial means not needed for the financial security buffer as decided by the 17MSP.

## Finances

### *Implementation Support Unit Work Plan and Budget 2019*

70. The ISU's 2019 work plan projected expenditures for core support in 2019 totalling CHF 514'513. To date, 30 October, the ISU has received contributions to its work plan totalling CHF 642'293 from the following 11 States Parties – Australia, Canada, Costa Rica, Finland, France, Germany, Ireland, Japan, Mozambique, Netherlands, Norway, Peru, Slovenia, Sweden, Switzerland, Thailand, Turkey and the United Kingdom (See Table 1). In addition to these contributions, CHF 11'057 was carried over from 2018 and CHF 86'291 was allotted to the ISU's 2019 work plan in accordance with the decision of the Seventeenth Meeting of the States Parties. Expenses of the ISU to 30 October 2019 total CHF 400'829 (See Table 2).

71. Additionally, the ISU's 2019 work plan projected expenditures for enhanced support in 2019 of up to CHF 116'180. Expenses for Enhanced Support to 30 October 2019 totalled CHF 91'223 (See Table 3).

72. In accordance with the "Decision on strengthening financial governance and transparency within the ISU", over the course of the 2019, to October 2019, the ISU prepared quarterly reports to the Coordinating Committee on finances and activities related to the implementation of the ISU's 2019 work plan.

### *Extra Budgetary Activities*

73. Since 2017, the ISU has been implementing an EU Council Decision in support of the Implementation of the Anti-Personnel Mine Ban Convention and the Maputo Action Plan. In accordance with the Decision on strengthening financial governance and transparency within the ISU adopted by the 14MSP concerning extra-budgetary support the ISU has engaged additional staff to fulfil the requirements of the European Union Council Decision project in favour of the Convention. Staff costs for implementation of the project are covered by the

<sup>10</sup> The percentage of work of the Implementation Support Specialist was increased by 10% to support the tasks of the ISU and compensate for the work carried out by the Director on the EU Council Decision. Subsequently, the work carried out by ISU staff on the EU Council Decision is compensated from funding from the EU Council Decision.

EU Council Decision. The project totals CHF 2,303,274.47 to be carried out over a period of three years from 30 October 2017 – 30 October 2020.

*Financial Security Buffer*

74. Concerning the establishment of a Financial Security Buffer, the “Decision on strengthening financial governance and transparency within the ISU” indicates that the budgetary estimates of the first four-year work plan and the yearly budget shall provide for the gradual build-up of a financial security buffer of an amount equivalent to one year of ISU expenditures related to core support. This aim has been achieved.

75. Additionally, the “Decision on strengthening financial governance and transparency within the ISU” indicates that shortly after the closure of the accounts of a given year, the ISU shall provide the Coordination Committee with the financial situation resulting from the implementation of the yearly budget of the preceding year. When contributions have covered the expenditures related to core support provided for in that budget and leave a surplus, that surplus shall be provisionally placed in the financial security buffer. Over the course of 2016, the ISU communicated with contributors to inquire about the use of their contribution in order to prepare for a possible surplus. Based on the results of these discussions and information provided by contributing States Parties, the surplus which was provisionally placed in the financial security buffer at the end of 2018 totalled CHF 248'110. (See Table 4).

76. The decision further indicates that, at the next occasion, as part of the yearly budget approval process, the Meeting of the States Parties or the Review Conference shall decide on how to apportion the surplus. The decision also indicates that expenditures related to enhanced support can be financed from surplus financial means not needed for the financial security buffer if the Meeting of the States Parties or the Review Conference so decides in the course of the yearly budget approval process. At the Seventeenth Meeting of the States Parties, the Meeting approved the apportionment of the 2017 ISU Trust Fund surplus in a manner that ensures that (a) the financial security buffer contains an amount equivalent to one year of expenditures related to core support as provided for in the ISU yearly budget and that (b) the surplus financial means not needed for the financial security buffer are allocated to expenditures related to enhanced support as provided for in the Implementation Support Unit 2019 Work Plan and Budget and (c) any additional surplus be allocated to implement the 2019 ISU Work Plan.

*Administrative support provided by the GICHD to the ISU and the States Parties in 2019*

77. In accordance with the agreement on implementation support, which was signed by the 10MSP President and the GICHD Director on 6 September 2011, the GICHD continued in 2019 to provide infrastructure and administrative support for the operations of the ISU.

78. In addition, the GICHD continued to support the organisation of the intersessional meetings by covering the cost of the venue, interpretation, providing support staff as well as the administration of the Sponsorship Programme for the intersessional meetings. In 2019, 15 individuals were sponsored to the intersessional meetings.

79. Furthermore, GICHD support to the ISU includes human resources management, financial management, monitoring and controlling (including for the European Council Decision in support to the implementation of the Maputo Action Plan), internal information management, office space and general logistics, information and communication services, travel services, conference management and the fees relating to the hosting of the website. These support services are funded by Switzerland's core contribution to the GICHD and estimated by the GICHD at CHF 311'000.

**Table 1: Financing of the ISU's 2019 work plan (30 October)**

<i>Contributions Received to date (30 October)</i>		<i>CHF</i>
1	Australia	96'252 <sup>11</sup>
2	Canada	141'189 <sup>12</sup>
3	Costa Rica	500
4	Finland	11'169
5	France	23'870
6	Germany	44'249
7	Ireland	21'446
8	Japan	35'327
9	Mozambique	500
10	Netherlands	43'670
11	Norway	34'867
12	Peru	2'803
13	Slovenia	5'524
14	Sweden	25'755
15	Switzerland	80'000
16	Thailand	10'000
17	Turkey	1'461
18	United Kingdom	52'654
	Total Contributions	631'236
	Carry over 2018	11'057
	Total	642'293

**Table 2: ISU 2019 work plan expenses to date (30 October)**

<i>Core Support - Expenses</i>	<i>CHF</i>
Staff costs	356'903
Staff Travel	25'368
Communication, public relations and other support costs	18'628
Total	400'829

<sup>11</sup> Includes CHF96'252 of the 2018 - 2019 annual agreement with Australia allotted to 2019. For agreements covering more than the calendar year, contributions received are adjusted at the end of the year.

<sup>12</sup> Includes CHF39'394 of the 2018 - 2019 annual agreement with Canada allotted to 2019 and CHF 101'795 of Canada's contribution in line the 2019 - 2020 annual agreement with Canada allotted to 2019-2020. For agreements covering more than the calendar year, contributions received are adjusted at the end of the year.

**Table 3: Enhanced Support expenses to date (30 October)**

<i>Enhanced Support – Expenses</i>	<i>CHF</i>
Staff costs	80'745
Travel	7'161
Activities	3'317
<b>Total</b>	<b>91'223</b>

**Table 4: Financial Security Buffer (30 October)**

<i>Allocation to the Financial Security Buffer 2015-2018</i>	
Belgium	CHF 359'832
Estonia	CHF 2,624
Netherlands	CHF 12'065
Switzerland	CHF 10'000
Total contributions to financial Security Buffer	CHF 384'521
Surplus 2016	CHF 225'440
Total of the Security Buffer 31.12.2016	CHF 609'961
Surplus 2017	CHF 202'471
Total of the Security Buffer 31.12.2017	CHF 812'432
Expenditures Enhanced Support 2018	-CHF 74'029
Surplus 2018	CHF 248'110
Total of the Security Buffer 31.12.2018	CHF 986'512

**Financial Security Buffer: anticipated allocation 2019  
(based on the decision of the 17MSP):**

<i>Security buffer 31.12.2018</i>	<i>CHF 986'512</i>
2017 Surplus Allotted to Enhanced support 2019	-CHF 116'180 <sup>13</sup>
2017 Surplus Allotted to the ISU Work Plan 2019	-CHF 86'291 <sup>14</sup>
<b>Total Financial Security Buffer 31.03.2019</b>	<b>CHF 784'041</b>

<sup>13</sup> At the Seventeenth Meeting of the States Parties, the Meeting approved the apportion of the 2017 ISU Trust Fund surplus in a manner that ensures that (a) the financial security buffer contains an amount equivalent to one year of expenditures related to core support as provided for in the ISU yearly budget and that (b) the surplus financial means not needed for the financial security buffer are allocated to expenditures related to enhanced support as provided for in the Implementation Support Unit 2019 Work Plan and Budget and (c) any additional surplus be allocated to implement the 2019 ISU Work Plan.

<sup>14</sup> Ibid.