The Permanent Representatives of the High Contracting Parties to CCW Amended Protocol II
Geneva

Excellency,

I am writing to you in my capacity as President-designate of the 18th Annual Conference of the High Contracting Parties to Amended Protocol II on Prohibitions or Restrictions on the Use of Mines, Booby-Traps and Other Devices to the Convention on Certain Conventional Weapons.

In accordance with Article 13, paragraph 4 of Amended Protocol II, each High Contracting Party shall provide an annual report to the Depositary, the Secretary-General of the United Nations, who shall circulate them in advance of the annual conference.

The submission deadline of this year’s report is 31 March 2016, and the report should cover the period from 1 January to 31 December 2015.

I encourage you, if you have not done so, to submit your report as soon as possible.

The national annual reports shall contain information on any of the following matters: (a) dissemination of information on this Protocol to their armed forces and to the civilian population; (b) mine clearance and rehabilitation programmes; (c) steps taken to meet technical requirements of this Protocol and any other relevant information pertaining thereto; (d) legislation related to this Protocol; (e) measures taken on international technical information exchange, on international cooperation on mine clearance, and on technical cooperation and assistance; and (f) other relevant matters.

To simplify the submission of the reports, you may fill out a Summary sheet which indicates that the information contained in certain forms has not changed relative to the report of the previous year. The forms that remain unchanged would not have to be submitted. Therefore, only the new Summary sheet, the cover page and those forms containing new information should be submitted.
At the 18th Annual Conference the national annual reports will be the subject of the discussion under provisional agenda item 9, "Consideration of matters arising from reports by High Contracting Parties according to Article 13 (4) of the Amended Protocol [...]"

For your ease of reference, please find attached a blank reporting form, containing both the summary sheet and the normal reporting formats. The electronic versions in all of the UN languages are available on the CCW website: http://www.unog.ch/ccw.

Please submit your annual report by e-mail to: ccw@unog.ch, or by regular mail to: CCW Implementation Support Unit, Office for Disarmament Affairs, Geneva Branch, United Nations Office at Geneva, Palais des Nations, Office C-115, CH-1211 Geneva 10, Switzerland.

Please accept, Excellency, the assurances of my highest consideration.

The President-designate of the Eighteenth Annual Conference of the High Contracting Parties to CCW Amended Protocol II

Jānis Kārklīns
Ambassador
Permanent Representative of Latvia