CONVENTION ON CERTAIN CONVENTIONAL WEAPONS (CCW)
Upcoming Meetings of Experts

19 February 2014

The Permanent Representatives
of the High Contracting Parties to the CCW
Signatory States and States not party
Geneva

Excellency,


Pursuant to the decisions of the 2013 Meeting of the High Contracting Parties to the Convention, the Fifteenth Amended Protocol II Conference, and the Seventh Protocol V Conference, the following meetings of experts will take place during April and May 2014 at the United Nations in Geneva:

- CCW Amended Protocol II Group of Experts (1 – 2 April)
- CCW Protocol V Meeting of Experts (3 – 4 April)
- CCW Meeting of Experts on Lethal Autonomous Weapons Systems (13 – 16 May)

All three meetings will be held in Conference Room XIX of the Palais des Nations, United Nations, Switzerland.

The opening plenary meeting of the CCW Amended Protocol II Group of Experts will begin on Tuesday, 1 April 2014 at 10.00 a.m.

The opening plenary meeting of the CCW Meeting of Experts on Lethal Autonomous Weapons Systems will begin on Tuesday, 13 May 2014 at 10.00 a.m.

Registration and identification badges

To allow the necessary preparation of identification badges for delegates to enter the United Nations and the List of Participants, the members of your delegation participating in:

- Either the CCW Amended Protocol II Group of Experts or the Protocol V Meeting of Experts or both meetings should be notified to the CCW Secretariat by Thursday, 20 March 2014;
The CCW Meeting of Experts on Lethal Autonomous Weapons Systems should be notified to the CCW Secretariat by **Thursday, 1 May 2014.**

For this purpose, please refer to the electronic version of the conference registration form which is available at the CCW website at www.unog.ch/ccw, or to the attached form. The form needs to be filled out by your representatives who are **not based in Geneva**, and returned to the following address:

**CCW Implementation Support Unit**  
**UN Office for Disarmament Affairs, Geneva Branch**  
**Office C.115, Palais des Nations**  
**CH-1211 Geneva 10, Switzerland**  
**Fax: +41 (0)22 917 00 54, E-mail: ccw@unog.ch**

The security identification badges can be collected from the United Nations’ Pregny Gate at 2 p.m. on the last Friday before the start of the meetings of experts. When collecting the identification badges the delegate must have a copy of their registration form and passport.

Formal credentials are not required for the Meetings of Experts. High Contracting Parties, Observer States and organizations are requested to notify the CCW Implementation Support Unit through a **note verbale** or an **official letter** of the names and titles of their official representatives.

**Costs of the Meetings of Experts**

In accordance with Article 13(5) of Amended Protocol II and Article 10(3) of Protocol V, the costs of meetings and conferences “shall be borne by the High Contracting Parties and States not parties participating in the Conference, in accordance with the United Nations scale of assessment adjusted appropriately”. Participation in the Meetings of Experts is based on Permanent Missions submitting a note verbale or official letter detailing the members of their respective delegations to the Secretariat.

Yours sincerely,

[Signature]

Bantan Nugroho  
Head of the CCW Implementation Support Unit

C.c. International organizations and NGOs
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 (CCW)

Conference Registration Form

Please return this form to the CCW Secretariat by fax at (+41 22) 917 00 34

Title of the Conference: ___________________________ Date: ___________________________

Delegation/Participant of Country, Organization or Agency:

Participant:

Mrs. [ ] Mr. [ ] Ms. [ ]

Family Name: ___________________________ First Name: ___________________________

Participation Category:

☐ Head of Delegation  ☐ Observer Organization  Are you based in Geneva
☐ Delegation  ☐ NGO as a representative of
☐ Observer Country  ☐ Other (please specify below) your Permanent Mission?

☐ YES  ☐ NO

Participating from: ___________________________ Participating until: ___________________________

Official Occupation (in own country): ___________________________ Passport or ID Number: ___________________________

Valid until: ___________________________

Official Telephone No.: ___________________________ Fax No.: ___________________________

E-mail Address: ___________________________

Permanent Official Address: ___________________________

Address in Geneva: ___________________________

Accompanied by Spouse: ☐ YES  ☐ NO

Family Name (Spouse): ___________________________ First Name (Spouse): ___________________________

On Issue of ID Card

SECURITY USE ONLY

Participant Signature: ___________________________ Card No. Issued: ___________________________

Spouse Signature: ___________________________ Initials, UN Official: ___________________________

Date: ___________________________
MAP OF THE PALAIS DES NATIONS
UNITED NATIONS OFFICE AT GENEVA

ENTRY/EXIT CARS AND PEDESTRIANS

DOOR 40
Room XIX
3rd floor