



Convention on the Prohibition of the Use, Stockpiling, Production and Transfer  
of Anti-Personnel Mines and on Their Destruction

**PRESIDENT OF THE FOURTH MEETING OF THE STATES PARTIES**

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Geneva, 24 April 2003

To: The Permanent Missions to the  
United Nations in Geneva of the  
States Parties to the Convention

CC: The Permanent Missions to the  
United Nations in Geneva of the  
States not Parties to the Convention

Interested non-governmental and  
international organizations

Excellencies, Distinguished Colleagues,

At the Fourth Meeting of the States Parties, you mandated me to undertake informal open-ended consultations on matters related to a preparatory process for the Convention's First Review Conference. Pursuant to this mandate I organized open-ended consultations in Geneva on 31 January 2003 and on 7 February, I presented a non-paper on matters related to a preparatory process for the Convention's First Review Conference.

Based on the consultations I have held since February, it is my perception that the elements contained in the enclosed document could constitute a basis for consensus in many areas that require decisions at the September 2003 Fifth Meeting of the States Parties. To allow for widespread discussion of this paper, especially by representatives coming from their capitals, I am pleased to seek your views during open-ended consultations that will take place as follows:

**Monday 12 May 2003**  
**10:00 – 13:00**  
**World Meteorological Organization Building**

Should you have any questions about this meeting, please feel free to contact me (email: [jean.lint@ties.itu.int](mailto:jean.lint@ties.itu.int); Tel: 022-730-4020).

Sincerely yours,

Jean Lint  
Ambassador of Belgium  
Permanent Representative to the Conference on Disarmament

Encl.: Preparing for the Convention's First Review Conference - Update on the President's Consultations

**Preparing for the Convention's First Review Conference  
Update on the President's Consultations**

**24 April 2003**

**1. Review Conference**

***A. Date and duration:***

Given the nature of the issues to be addressed in accordance with the purpose of the Review Conference, the duration of the Conference should be similar to a meeting of States Parties, that is five days. Based upon the level of participation as well as the amount of preparatory work required, the Review Conference should be held in the last third of 2004. Holding the Review Conference from 29 November to 3 December 2004 would allow for sufficient time to prepare for the Review Conference. The last day of that week would also coincide with the seventh anniversary of the signing of the Convention in Ottawa.

***B. Location and Venue:***

Views have been expressed on the location and venue of the Review Conference. Consultations are ongoing in this regard.

***C. President:***

Views have been expressed that the nationality of the President should be de-linked from the country within which the Review Conference would be held.

***D. Other officers:***

Other officers required at the Review Conference would be those traditionally appointed at Meetings of the States Parties (i.e., Vice-Presidents, a Secretary-General and an Executive Secretary). Co-Chairs of the Standing Committees could fill the positions of Vice-Presidents. The Secretary-General could be a representative of the host country and should take responsibility for, in consultation with the States Parties, coordinating arrangements for the meeting's opening ceremonies and side events as well as other efforts in support of the Review Conference. The Executive Secretary would be nominated by the Secretary-General of the United Nations.

***E. Participation:***

Given the importance of the Review Conference, participation should be at a high level. As has been the Convention's practice, the active participation of all interested States, the ICBL, ICRC and other relevant organizations should be welcomed and encouraged during the Review Conference.

**2. Preparatory process**

***A. Date and duration:***

Based upon the understanding of what it is that States Parties wish to discuss during the preparatory meetings, as well as in the interest of efficiency, cost-effectiveness and

participation, two meetings of one to two days each should be held immediately after the two sets of Standing Committee meetings of 2004. The following dates are available in 2004:

- 13 February 2004 (i.e., a one day meeting following Standing Committee meetings held from 9 - 12 February 2004); and,
- 21-22 June 2004 (i.e., a two day meeting following Standing Committee meetings the week of 14 - 18 June 2004).

***B. Location and Venue:***

Preparatory meetings should be held in United Nations facilities in Geneva, with formal documentation services provided by the United Nations and with interpretation provided at preparatory meetings in the six languages of the Convention.

***C. Presiding Officer:***

The President-designate or his/her representative should be responsible for, and involved in, all phases of the preparatory process. Given the widespread interest amongst States Parties to ensure the success of the Review Conference, the President-designate could engage a broad range of actors in work related to the preparations for the Conference.

***D. Participation:***

As has been the Convention's practice, the active participation of all interested States, the ICBL, ICRC and other relevant organizations should be welcomed and encouraged during the preparatory process.

***E. Mandate:***

During preparatory meetings, the States Parties should have the opportunity to discuss those matters which would be relevant during the Review Conference itself, including:

- Administrative matters such a draft agenda, a programme of work, rules of procedure and cost estimates;
- The nature and form of the review of the operation and status of the Convention, taking into account what has been achieved during the previous meetings of States Parties and the Intersessional Work Programme;
- Preliminary considerations of the need for and the interval between Meetings of the States Parties that would take place after the First Review Conference;
- Adjustments to the implementation mechanisms that have been established by the States Parties since the entry-into-force of the Convention, particularly taking into account possible decisions related to the interval between future Meetings of the States Parties; and,
- Preliminary considerations concerning any conclusions related to the implementation of the Convention.