

DISCUSSION PAPER 1

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Coordinator on National reporting, pursuant to Article 10 (2) (b) of the Protocol and the Article 4
Generic Electronic Template

ELEMENTS TO BE INCLUDED IN A POSSIBLE GUIDE ON NATIONAL REPORTING UNDER CCW PROTOCOL V

Non-Paper

Mandate

(29.) The Second Conference of the High Contracting Parties to Protocol V decided, *inter alia*, that the Third Conference shall **evaluate the Reporting Mechanism, including the Reporting Formats** referred to in paragraphs 24 to 28 of the Final Document of the First Conference of the High Contracting Parties.

In order to give more guidance and to promote consistency and detail, the Second Conference decided, in particular, to **change the reporting format of form “G” and bringing it in conformity** with Part 3 “Generic Preventive Measures” of the Technical Annex to Protocol V.

(30.) The Second Conference also decided to request the CCW Protocol V informal Meeting of Experts in 2009 **to make recommendations on the above for consideration by the Third Conference** of the High Contracting Parties to Protocol V. In doing so, the Meeting of Experts shall **take into account the proposals and suggestions** presented during the 2008 Meeting of experts and the Second Conference.

Note: The proposed “Guide on National Reporting under Protocol V” is intended to be utilized at the discretion of the High Contracting Parties to facilitate the filling-out of the formats of the National Reporting under Protocol V. It is aimed at assisting the High Contracting Parties to standardize their reporting and clarify the degree of specificity by providing a handy tool in the form of recommendations on elements to be included in the National Reporting.

A: STEPS TAKEN TO IMPLEMENT ARTICLE 3 OF THE PROTOCOL: CLEARANCE, REMOVAL OR DESTRUCTION OF ERW

1. Is the reporting State an ERW-affected State?

2. If YES:

- **What kind of situation caused the ERW contamination?**
 - UXO or AXO of the armed forces operating / based on the territory of the reporting country, e.g.:
 - residual UXO from the period of WWII
 - allied forces war operations conducted on the territory of the reporting country
 - others
- **What is the extent of contamination?**
 - geographical locations affected
 - types of ordnance (*cluster munitions, artillery munitions, APM, anti-tank mines, etc.*)
 - identification, or review of humanitarian risk (*possible effects of ERW to civilian population, civilian objects possible economical, developmental and social disturbances*)
- **What is the current status in fulfilling the steps to implement Article 3?**
 - project for the elimination of the risk arising from the ERW contamination
 - standards, methods or resources adopted for ERW removal (*IMAS, SOP, etc.*)
 - current steps being taken to mark and clear the contaminated territory and destroy (*possibly remove or disassemble*) ERW
 - types and numbers of destroyed ERW, methods of destroying (detonation, disassembling, etc.)
 - logistical problems that may prevent further action
 - timeline for assessing, marking, clearing and removing or destroying ERW
 - subjects responsible for coordinating and implementing marking and clearance efforts (*international or private institutions, governmental organizations, military branch*)
 - organizations carrying out the marking and clearance efforts (*military branch, police, etc.*)
- **Funding, technical and personal support of decontamination**
 - budget allocated for above-mentioned activities
 - resources spent till the reported period
 - estimated calculations - expenses for the fulfillment of ERW decontamination plan
 - steps taken to mobilize resources (*international, domestic*), funding from the international community

3. If NOT:

- **Did the reporting State use during armed conflict explosive ordnance since the Protocol came into force for it?**
- **Did the reporting State cause possible ERW contamination on the territory of another State (before the Protocol entered into force)?**
 - geographical locations affected
 - type of ordnance (*cluster munitions, artillery munitions, APM, anti-tank mines, etc.*)
 - what measures were applied to ensure minimal humanitarian risk and effect of ERW to

- the civil population
- status of assistance for marking, clearing, removing or destroying ERW in affected country
- any other relevant information (*as mentioned in point 2 of this section*)
- **What measures were taken to ensure the elimination of ERW during the training process of armed forces in peace time (possible reference to form H)?**

4. Any other relevant information

- **The personal strength and structure of forces employed to ensure the terrain decontamination**
- **A list of organizations** (*governmental, NGO's, private*) **that support** (*financially, technically, personally*) **the above-mentioned activities**
- **A list of standards, references, guide-lines** (*e.g. Best Practices*) **and SOP's, used for decontamination, or programs, or project developments**
- **Clarification of their technical background**

B: STEPS TAKEN TO IMPLEMENT ARTICLE 4 OF THE PROTOCOL: RECORDING, RETAINING AND TRANSMISSION OF INFORMATION

- 1. Laws and regulations governing information recording, storage and transmission**
- 2. Does the reporting State have a database (or any other kind of information flow) dealing with ERW and explosive ordnance?**
- 3. Specific reference to the forms or other mechanisms used to record information**
 - **The basic concept of collection and account of information**
 - technical realization (*electronic form, paper form*)
 - responsibility for the obtained information (commander, ministry, etc.)
 - databases related not only to the ERW, but also to the explosive ordnance generally - potentially possible ERW (*ammunition in storages, transport of explosives, etc.*)
 - way of distribution of the above-mentioned information (*accessibility, centralized access, permission*)
 - bodies (*organization, institute, department, office, etc.*) responsible for compiling and retaining information
- 4. Statistical summary of data contained in the above-mentioned databases (if applicable)**
 - ERW-affected territory and/or territory which has to be explored
 - (Estimated) number and type of ERW
 - Amount of (potentially) aggrieved population by ERW
 - Etc.
- 5. Securing of explosive ordnance in peace time and warning/risk education of civilian population**
 - **Regulations and standards used by the storage management of explosive ordnance**
 - **Awareness by the civilian population about the possible risk caused by presence of explosive ordnance** (*information bulletin, presentations, educational activities, etc.*)

C: STEPS TAKEN TO IMPLEMENT ARTICLE 5 OF THE PROTOCOL; OTHER PRECAUTIONS FOR THE PROTECTION OF THE CIVILIAN POPULATION, INDIVIDUAL CIVILIANS AND CIVILIAN OBJECTS FROM THE RISK AND EFFECTS OF ERW

- 1. National laws and regulations that provide a broad range of protections to the civilian population.**
- 2. Measures taken for the of the civilian population in countries where the reporting State is involved in peace-keeping and other similar operations**
- 3. Detailed information on precautions taken**
 - **Localization of affected places, set up markers around dangerous zones**
 - **Military escorts, warnings and information** (*radio or TV spots, presentations at schools, etc.*)
- 4. Information on educational programs and integration with national education systems**
 - **Education exercises or training of civilian population**
 - **Responsibility for such activities**
 - **Is this education integrated to the national education system, or it is on ad hoc basis**
 - **How many people have participated in the above-mentioned educational process**
- 5. In “any other relevant information”**
 - **Detailed information about the marking of dangerous zones** (*standards, requirements, technical background, responsibility, etc.*)

D: STEPS TAKEN TO IMPLEMENT ARTICLE 6 OF THE PROTOCOL: PROVISIONS FOR THE PROTECTION OF HUMANITARIAN MISSIONS AND ORGANIZATIONS FROM THE EFFECTS OF ERW

- 1. Specific reference to humanitarian organizations that have requested assistance**
- 2. Positive declaration by affected States that all information about ERW will be provided to humanitarian missions or organizations**
 - **What preventive measures against ERW risk have been applied** (*technical, educational, training of mission members, etc.*)
 - **In case of ERW-affected States: ways of informing the humanitarian missions and organizations on their territory on the ERW threats and of securing them from their effects**
 - **National agency to fulfill the above mentioned tasks**
 - **Main tasks of such an agency**

E: STEPS TAKEN TO IMPLEMENT ARTICLE 7 OF THE PROTOCOL: ASSISTANCE WITH RESPECT TO EXISTING ERW

- 1. Does the reporting State provide assistance to other States with respect to the existing ERW?**
- 2. In which field?**
 - **Marking, clearance, removal or destruction of ERW risk education** (*pursuant to Article 8(1)*), etc.
- 3. Details about such assistance**
 - **Recipient country**
 - **Type of assistance** (*financial, technical, etc.*)
 - **Its purpose** (*clearance, awareness education, victim assistance, etc.*)
 - **activities taken in the framework of EOD operations, including missions whose original mandate had another primary role / primary role was originally different)**
 - **Exercises, trainings, seminars, etc. in which nationals from the ERW-affected States take part** (*military, police, security forces or another State authority personnel*)
 - **Bilateral agreements on cooperation** (*technical assistance in relation to demining devices and equipment, etc.*)
 - **Participation in international projects**
 - humanitarian
 - scientific and research
 - project implementation
- 4. Organization or Department in charge of providing and monitoring the assistance**
- 5. Has the reporting State requested assistance?**
 - **Details on request for assistance by the ERW-affected State**
 - the request could be attached as an annex or
 - reference to the database or other public resource where the information may be found could be made
- 6. Any other relevant information**
 - **Information on available resources** (*EOD teams, technical equipment, sapper*) **which could be deployed abroad in the framework of humanitarian assistance.**

F: STEPS TAKEN TO IMPLEMENT ARTICLE 8 OF THE PROTOCOL: CO-OPERATION AND ASSISTANCE

GENERAL INFORMATION

1. **Information on requesting / receiving / providing co-operation and assistance**
2. **Clarify if cooperation and assistance is provided in conjunction with instruments**
 - **Which problem on the ground (mines, cluster submunition, etc.) prompted the cooperation and assistance?**
3. **Organizations implementing co-operation and assistance activities**

Note: Regional centers established for these purposes have proved to be very instrumental in this respect and should be identified at this place)
4. **Activities and operations managed by this organization**
5. **Participation in different programs and projects**

Note: Programs and projects run in this field have proved to be very instrumental and should be identified at this place)
6. **Participation in joint operations or co-operation with other organizations to fulfill particular tasks in connection with clearance or securing the ERW affected areas**
7. **Information about the recipient country and the assistance procedures**
8. **Subject of assistance** (*clearance, awareness education, victim assistance, etc.*)
9. **Aid provided in the framework of specified program of co-operation** (*financial, technical, equipment, personnel, etc.*)
10. **Department or organization in charge of providing and monitoring the assistance**
11. **Timeframe of program (project) and the amount of financial and technical assistance**
12. **Co-operation in preparation, education and training of EOD personnel** (*military school, etc.*)
13. **Any other relevant information**
 - **Quantity of destroyed ERW** (*including UXO, AXO and mines*)
 - **Budget for finding and destroying ERW**
 - **National Point of Contact**

INFORMATION ON VICTIM ASSISTANCE

1. **What is the estimated number of ERW survivors and other victims in your country?**
 - **How does this figure relate to the overall population?**
2. **Is your country providing or receiving assistance in the field of Victim assistance?**
 - **Does your country receive foreign funding for mine and ERW action? How much of it is spent for victim assistance activities?**

- **Is there a focal point in the government for victim assistance and what are the accountability measures?**

3. Steps taken to implement the Plan of Action on Victim assistance adopted by the Second Conference of the High Contracting Parties

G: STEPS TAKEN TO IMPLEMENT ARTICLE 9 OF THE PROTOCOL: GENERIC PREVENTIVE MEASURES

1. Munitions manufacturing management

- **Steps towards improving munitions reliability**
- **Research (in this field)**

2. Munitions management

- **Amount of stockpiled munitions that may cause ERW (*unreliable munitions*)**
- **Marking of stockpiled munitions**
- **Safety precautions**
- **Regulation of stockpiling conditions (*humidity, temperature, etc.*)**

3. Training

4. Transfer

5. Future production

⇒ **All these sections should include the following information:**

- **Laws, regulations, directives or documents related to the above subjects (*e.g.: annual report on implementation of the UN Program of Action to Prevent, Combat and Eradicate the Illicit Trade in Small Arms and Light Weapons in All Its Aspects*)**
- **adaptation of “Best Practice” documents to the national legislation**
- **Organization, department or office in charge of overseeing quality, reliability, ...**
- **Main principles regarding the implementation of preventive measures for minimizing potential occurrence of ERW**

⇒ **Any other relevant information**

- **Withdrawal from service of weapons having potential to cause (excessive) ERW (*e. g. certain types of MOTAPM, cluster munitions...*)**
- **State’s policy in relation to future acquisition of the above-mentioned munitions**
- **Implementation of preventive steps to minimize ERW**

H: STEPS TAKEN TO IMPLEMENT ARTICLE 11 OF THE PROTOCOL: COMPLIANCE

- 1. Information on training and preparation of relevant departments and military branches**
 - **Details on**
 - goals
 - content
 - method
 - duration
- 2. Organization or department in charge of implementing the requirements of Protocol V**
- 3. Reference to relevant internet pages**

I: OTHER RELEVANT MATTERS

1. **Reference to other documents brought out prior to entry into force of Protocol V related to compliance with its obligations**
 2. **Information regarding national Point of Contact**
 3. **Possible ways of sharing information**
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