CONVENTION ON CERTAIN CONVENTIONAL WEAPONS (CCW)
2015 Meetings of Experts on Protocol V, Amended Protocol II and
Lethal Autonomous Weapons Systems

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

6 February 2015

Excellency,

Pursuant to the decisions of the 2014 Meeting of the High Contracting Parties to the
Convention, Sixteenth Amended Protocol II Conference, and Eighth Protocol V Conference,
the following meetings of experts will take place in April 2015 at the United Nations in
Geneva:

- Protocol V Meeting of Experts (7 – 8 April);
- Amended Protocol II Group of Experts (9 – 10 April); and
- CCW informal Meeting of Experts on Lethal Autonomous Weapons Systems (13 –
  17 April)

The three meetings of experts will be held in Conference Room XVIII of the Palais des
Nations, United Nations, Switzerland.

Registration and identification badges

The members of your delegation participating in either one or all three meetings of experts
should be notified to the CCW Secretariat by Thursday, 26 March 2015 to allow the
necessary preparation of identification badges for delegates to enter the United Nations.

CCW States Parties, Signatory States and Observer States are requested to notify the
Secretariat through a note verbale of the names and titles of their official representatives.
The head of delegation should be clearly indicated.

Representatives of international organizations may participate in the meetings as observers,
and are required to notify the Secretariat through an official letter or note verbale of the
names and titles of their official representatives. The head of delegation should be clearly
indicated.

Representatives of NGOs and academic institutions may participate in the meetings as
observers, and are required to notify the Secretariat through an official letter or note verbale
of the names and titles of their official representatives. The head of delegation should be
clearly indicated.
Identification badges for delegates to enter the United Nations will not be processed until a note verbale or an official letter is received. 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 Secretariat at 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

Delegations from States and international organisations can collect their security identification badges as from Thursday, 2 April 2015, 12:00 p.m. Representatives assigned to collect the security identification badges must present copies of the completed registration forms that were sent to the Secretariat.

All other representatives, including NGOs and academic institutions, can collect their security identification badges in person on Tuesday, 7 April 2015, as from 8:00 a.m. The completed registration form and a valid passport will have to be produced in order to collect the security identification badges.

**Costs of the Meetings of Experts**

Concerning the matters of participation and costs, once the Secretariat receives a note verbale from a Permanent Mission containing a list of its members of delegation, the Secretariat will consider that State to be participating in and bearing the costs of the meeting in accordance with the United Nations scale of assessment adjusted appropriately.

Yours sincerely,

Bantan Nugroho  
Head, CCW Implementation Support Unit

cc. International organizations and NGOs