

**Arms Trade Treaty Voluntary Trust Fund**

**FINAL REPORT**

**National Commission for the Fight against Illicit  
Proliferation and Spread of SALW (COMNAT/ALPC)**

**Project No.: ATT.VTF.G2017.006SEN**

01 May 2018

**Arms Trade Treaty Voluntary Trust Fund - Final Report**

Project number	ATT.VTF.G2017.006SEN
Grantee name	National Commission for the Fight against Illicit Proliferation and Spread of SALW (COMNAT/ALPC)
Project title	Building Capacity in Effective Implementation of the Arms Trade Treaty (ATT)
Grant Amount	USD \$85,739.00
Final Report submission date	01 May 2018
Period covered under this report (MM/DD/YY – MM/DD/YY)	01September 2017 – 01 March 2018

**1. Project activities and outcomes**

a Describe the project outcomes.

Thanks to this course, participants from Senegal (25) and other African countries (23) have received increased knowledge and skills on the requirements and implications of effective implementation of the key provisions of the ATT, and will be in a position to apply this knowledge and skills in their professional activities as well as share their experience with colleagues nationally or regionally. As a result, regional cooperation in fighting the uncontrolled spread of conventional arms will be strengthened.

b Describe how the project has assisted your implementation of the ATT.

The 25 participants from Senegal represented all the key governmental agencies involved in implementation of the ATT (Defence, Foreign Affairs, Customs, Research, Justice, Interior, Sustainable Development) as well as civil society organisations. It contributed to sharing good practices and improving coordination among agencies as well as with other African countries.

c List all States that benefitted from the project.

13 French-speaking African countries (Burkina Faso, Burundi, Burkina Faso, Cameroon, Chad, Cote d'Ivoire, Gabon, Mali, Niger, Madagascar, Mauritania, Senegal, and Togo) as well as Belgium (Brussels Region).

d Were all the project activities as specified in the Project Schedule (see Annex H) completed?

Yes  No

If no, explain why and describe any problems, constraints and difficulties experienced in implementing the project.

Project progress must be indicated against the Project Schedule (see Attachment 1). Please indicate the Status of all activities highlighted in **YELLOW** in the Project Schedule using the drop-down menu in Column H. Please also include Comments in Column I where you think appropriate (e.g. to explain why certain activities have not been completed on time).

What recommendations would you make in this regard?

e How would you rate the *relevance* of the project (was the project suited to existing priorities and policies of the benefitting State(s))?

Not relevant at all	Not very relevant	Moderately relevant	Relevant	Very relevant
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Explain your answer:

Senegal is advanced in its national implementation measures derived from its obligations under the ATT. It appreciated this opportunity to further improve the capacity of its public officials and civil society representatives to understand all the implications of the treaty provisions, and share good practices with other African countries.

f How would you rate the *effectiveness* of the project (to what extent has the project attained its stated objectives)?

Not effective at all	Not very effective	Moderately effective	Effective	Very effective
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Explain your answer:

The course allowed a systematic review of all the provisions of the ATT as well as other relevant international and regional instruments and practical interaction with expert practitioners.

g How would you rate the *efficiency* of the project (to what extent were the project results attained on time and within budget)?

Not efficient at all	Not very efficient	Moderately efficient	Efficient	Very efficient
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Explain your answer:

Only a few non-African experts had to travel to the region while most of the regional expertise as well as the local facilities and support were made available at a low cost.

h Please describe the impact of the project (i.e. the positive or negative changes or effects that the project results have on the surrounding circumstances).

Most participants deepened their knowledge about the implications of the ATT provisions (as measured by the evaluation survey before and after the course) and they gained insight into the experiences of colleagues from other agencies or other countries.

i How would you rate the *sustainability* of the project (to what extent can the project benefits continue after the project has finished)?

Not sustainable at all	Not very sustainable	Moderately sustainable	Sustainable	Very sustainable
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Explain your answer:

Most participants have immediately applied their new knowledge or skills to their professional activities and some will use that knowledge to train other colleagues or junior staff. Six months after the course (in June 2018), a new survey will ask them how and how much they applied that knowledge in their professional lives.

j How will the Project outcomes be further used or applied in the future? Are there plans for the activities to be continued or for the experience gained to be shared?

All participants to this course have already been integrated into a network of Alumni, allowing contacts among themselves and with participants to previous similar courses. The GCSP also remains in contact with them by sending more information material, and hosting some participants to other related courses. The regular attendance of ATT meetings by Alumni offers another opportunity for them to interact with each other and continue sharing good practices.

## 2. Final expenditure report

Please complete the Worksheet titled 'input' in the VTF Expenditure Template – Final Report (Senegal) in Attachment 2.

### 3. Certification

Please complete a separate certification for each consultant engaged to undertake the project activities that have been implemented.

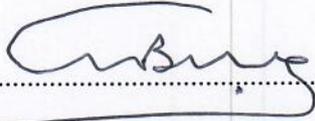
For the purposes of this certification:

Grantee means National Commission for the Fight against Illicit Proliferation and Spread of SALW (COMNAT/ALPC)

Consultant means Geneva Centre for Security Policy (GCSP)

I Colonel Wagane Faye, Executive Secretary, National Commission for the Fight against Illicit Proliferation and Spread of SALW (COMNAT/ALPC) being a person duly authorised by the Grantee hereby certify that:

1. The Consultant was engaged by the Grantee on or after the date the Grant Agreement was executed to deliver services to the Project.
2. The service provided by the Consultant to the Grantee has been completed in accordance with the Grant Agreement.
3. The amount paid by the Grantee to the Consultant for the provision of services to help implement the Grant project to date is: USD 68'591.20 paid in two tranches of USD 34'295.60 directly by VTF to the Consultant.
4. I have attached the tax invoice provided to the Grantee by the Consultant for the provision of services for the Grant project to date.
5. I have attached the bank receipts from the Consultant confirming that the amounts referred to in 3 above has been paid in full by the Grantee.
6. All the information I have provided to the ATT Secretariat (including the contents of this declaration) is complete, true and correct.
7. I am aware of the Grantee's obligations under their Grant Agreement, including the need to keep the ATT Secretariat informed of any circumstances that may impact on the objectives, completion and/or outcomes of the agreed project.
8. I am aware that the Grant Agreement empowers the ATT Secretariat to terminate the Grant Agreement and to request repayment of funds paid to the Grantee where the Grantee is in breach of the Grant Agreement.

Signed .....  ..... Date **27 April 2018**

Colonel Wagane Faye, Executive Secretary, National Commission for the Fight against Illicit Proliferation and Spread of SALW (COMNAT/ALPC)

Please submit this report and signed declaration to ATT Secretariat along with;

- A copy of the tax invoice issued to you by the Consultant for the provision of services - attached
- Proof the Consultant was paid. This could be a receipt issued to you by the Consultant or a bank statement – attached.



# ATT Final Expenditure Report

Name of Grant Recipient: Senegal  
 Department or Agency: NATIONAL COMMISSION FOR  
 Posting Date: 01/05/2018

**INSTRUCTIONS**

- 1) Complete all pink fields only.
- 2) Print, sign, scan and email expenditure report to trustfund@theafricastradetreaty.org along with the electronic version.
- 3) All original receipts should be chronologically numbered according to the reference number in this report. Copies of all receipts should be emailed with the expenditure report. Original receipts must also be sent to the ATT Secretariat.

Project No.: ATT-VTF-G2017-0065EN  
 Reporting period: 01.09.2017-01.03.2018  
 Local Currency Code: XOF  
 Grant Received USD (Balance of 1st): 8 866,89  
 Grant received USD (2nd instalment): 34 295,60  
 43 162,49

Vendor Code [Senegal]

<http://www.ae.com/currencytable/?from=XOF&date=2017-10-09>  
 Click above first cell for exchange rate site

Accounting Details			General Details			Balance of budget available (Interim Report)		Actual spend to date (post Interim Report)**		Balance of budget available		Balance of funds received	
Posting Date	GL Code	Project code	Budget Line	Ref. N°	Description 1	Description 2 - Receipt or Invoice No. -	USD	Local	Rate	USD	USD	USD	USD
01/05/2018	31100	622017		1	Staff: Course Director Geneva	See attached GL worksheet column L	8 143,64	7 975,60	1,0210	8 142,85	0,79	35 019,64	
01/05/2018	31100	622017		2	Staff: Course Assistant Geneva	See attached GL worksheet column M	1 246,09	1 220,40	1,0210	1 245,99	0,10	33 773,65	
01/05/2018	31200	622017		3	Consultants: Honoraria for Trainers	See attached GL worksheet column N	2 535,00	2 280,85	1,0210	2 328,68	206,32	31 444,97	
01/05/2018	34210	622017		4	Travel Participants from neighbouring countries	See attached GL worksheet column O	13 253,57	9 160,03	1,0210	9 352,12	3 901,45	22 092,85	
01/05/2018	34210	622017		5	Travel Staff from Geneva	See attached GL worksheet column P	-574,28	-	1,0210	-	-574,28	22 092,85	
01/05/2018	34210	622017		6	Travel Trainers from Europe	See attached GL worksheet column Q	848,10	95,00	1,0210	96,99	751,11	21 995,86	
01/05/2018	34210	622017		7	Travel Trainers from Africa	See attached GL worksheet column R	815,00	-	1,0210	-	815,00	21 995,86	
01/05/2018	34220	622017		8	Airport pickup and dropoff	See attached GL worksheet column S	1 553,00	1 731,40	1,0210	1 767,71	-214,71	20 228,15	
01/05/2018	34230	622017		9	Accommodation Staff	See attached GL worksheet column T	1 140,00	1 771,05	1,0210	1 808,19	-668,19	18 419,96	
01/05/2018	34230	622017		10	Accommodation Trainers	See attached GL worksheet column U	570,00	862,45	1,0210	880,54	-310,54	17 539,42	
01/05/2018	34230	622017		11	Accommodation Participants from neighbouring countries	See attached GL worksheet column V	14 250,00	11 101,05	1,0210	11 333,84	2 916,16	6 205,58	
01/05/2018	34240	622017		12	Meals for staff, trainers, participants	See attached GL worksheet column W	8 200,00	11 145,25	1,0210	11 378,97	#####	-5 173,35	
01/05/2018	34250	622017		13	Other (gratuities, cultural visit, visa fees, etc.)	See attached GL worksheet column X	1 000,00	1 203,43	1,0210	1 228,67	-228,67	-6 402,01	
01/05/2018	33220	622017		14	Stationery, pens, name tags, etc.	See attached GL worksheet column Y	250,00	251,95	1,0210	257,23	-7,23	-6 659,25	
01/05/2018	34250	622017		15	Rental IT Equipment (Internet router, computers, printer, beamer, etc.)	See attached GL worksheet column Z	2 150,00	2 597,35	1,0210	2 651,82	-501,82	-9 311,11	
01/05/2018	33230	622017		16	Printing of documents (external)	See attached GL worksheet column AA	250,00	-	1,0210	-	250,00	-9 311,11	
01/05/2018	34980	622017		17	Indirect support costs	See attached GL worksheet column AB	4 680,17	4 367,71	1,0210	4 459,30	220,87	#####	
							<b>60 310,29</b>	<b>55 763,53</b>				<b>3 377,59</b>	

\* Description 2 - Receipt or Invoice No. - Date: include information on the date of the receipt received, as well as the receipt number. Also include additional information e.g. if the budget line item relates to an airfare, include the airline that issued the ticket  
 \*\* Actual spend to date: insert the actual amount spent on the budget item since the Interim Report. If the item was paid for in local currency, insert the figure in the column headed 'Local amount', and it will automatically be calculated in USD. If the item was:

Signature: 

Signature:

Date: 05 JUN 2018

Head of ATT Secretariat's Signature:

Date: 06/06/2018

General Details		Total budget	Actual spend	Balance of	Balance of	% of over-
Ref. N°	Description	USD	USD	budget available	funds received	or under-spend
				USD	USD	
	<b>Personnel costs</b>					
1	Staff: Course Director Geneva	12'234.00	12'233.21	0.79	56'357.99	0.0%
2	Staff: Course Assistant Geneva	1'872.00	1'871.90	0.10	54'486.09	0.0%
3	Consultants: Honoraria for Trainers	2'535.00	2'328.68	206.32	52'157.41	8.1%
4	Travel Participants from neighbouring countries	28'325.00	24'423.55	3'901.45	27'733.86	13.8%
5	Travel Staff from Geneva	1'270.00	1'844.28	-574.28	25'889.58	-45.2%
6	Travel Trainers from Europe	3'716.00	2'964.89	751.11	22'924.69	20.2%
7	Travel Trainers from Africa	815.00	0.00	815.00	22'924.69	100.0%
8	Airport pickup and dropoff	1'553.00	1'767.71	-214.71	21'156.98	-13.8%
9	Accommodation Staff	1'140.00	1'808.19	-668.19	19'348.79	-58.6%
10	Accommodation Trainers	570.00	880.54	-310.54	18'468.25	-54.5%
11	Accommodation Participants from neighbouring countries	14'250.00	11'333.84	2'916.16	7'134.41	20.5%
12	Meals for staff, trainers, participants	8'200.00	11'378.97	-3'178.97	-4'244.56	-38.8%
13	Other (gratuities, cultural visit, visa fees, etc.)	1'000.00	1'228.67	-228.67	-5'473.23	-22.9%
14	Stationery, pens, name tags, etc.	250.00	257.23	-7.23	-5'730.46	-2.9%
15	Rental IT Equipment (Internet router, computers, printer, beamer, etc.)	2'150.00	2'651.82	-501.82	-8'382.28	-23.3%
16	Printing of documents (external)	250.00	0.00	250.00	-8'382.28	100.0%
	<b>TOTAL (ESTIMATED) DIRECT COSTS</b>	<b>80'130.00</b>		<b>3'156.52</b>		
	<b>TOTAL (ACTUAL) DIRECT COSTS</b>		<b>76'973.48</b>			
	<b>Indirect support costs</b>					
15	Indirect support costs	5'609.10				
	<b>TOTAL INDIRECT SUPPORT COSTS (based on estimated Direct Costs)</b>	<b>5'609.10</b>				
	<b>TOTAL INDIRECT SUPPORT COSTS (based on actual Direct Costs)</b>		<b>5'388.14</b>			
	<b>TOTAL BUDGET (GRANT AGREEMENT)</b>	<b>85'739.10</b>				
	<b>TOTAL BUDGET (ADJUSTED)</b>		<b>82'361.62</b>			
	<b>Total Adjustment (under-spend)</b>		<b>3'156.52</b>			

<b>Amount of 1st installment</b>	<b>34'295.60</b>
<b>Amount of 2nd installment</b>	<b>34'295.60</b>
Amount of 3rd installment	17'147.80
<b>Balance owing</b>	<b><u><u>-13'770.42</u></u></b>