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**ATT WORKING GROUP ON TREATY UNIVERSALIZATION
WORK PLAN
FOR THE CSP5 PREPARATORY MEETINGS**

The Fourth Conference of States Parties (CSP4) to the Arms Trade Treaty (ATT) endorsed the ATT WGTU Co-chair's Draft report to CSP4 (ATT/CSP4.WGTU/2018/CHAIR/356/Conf.Rep: [En](#), [Fr](#), [Sp](#)) which recommended:

- a. The re-endorsement of the Initial Work Plan (Rev 3), in Annex B to the WGTU report to CSP3 (ATT/CSP3.WGTU/2017/CHAIR/160/Conf.Rep), by focusing on the following approaches in the period between CSP4 and CSP5:
 - i. Regions with fewer States Parties;
 - ii. Take advantage of WGTU Co-Chairs' states of origin or seek assistance of States Parties from targeted regions to facilitate access to high profile stakeholders in states that have not yet joined the Treaty;
 - iii. Continuously engage Parliamentarians to facilitate domestic ratification processes;
 - iv. Utilize regional events, if appropriate, to engage with stakeholders efficiently; and
 - v. Hold regular meetings of CSP President and other ATT stakeholders on the sidelines of the ATT meetings and universalization trips.
- b. Mandate the WGTU to, in the period leading up to CSP5, develop the toolkit relying on the elements contained in Annex B.
- c. Endorsement of the list of website links of possible events on Annex C as a reference to facilitate planning of future universalization trips.

The CSP4 decision deriving from the WGTU Co-chair's Draft report to CSP4 mentioned above form a solid basis for the WGTU work in the period leading up to CSP5. To take its work forward, the WGTU is scheduled to have two meetings before CSP5, on 30 January and 3 April 2019. During the exchange of views at the planned WGTU meetings, participants are encouraged to consider and address the following guiding questions:

- a. What are your universalization efforts for the ATT?
- b. Are the universalization efforts of Co-Chairs of WGTU thus far sufficient?
- c. What are new areas of activities we should consider?

Hereunder are planned Activities and Suggested topics to be pursued by WGTU in the CSP5 intersessional period:

1. WGTU meeting, 30 January 2019

- a. Activities of the Presidency;
- b. Universalization Toolkit and Welcome Pack presentation and discussion (see Annex A and B);
- c. Civil Society's efforts in promoting ATT universalization;
- d. Update on universalization activities by other ATT stakeholders.
- e. Celebrating ATT @ 100 and the update on the status of ratifications, accessions, and signatures;

2. WGTU meeting, 3 April 2019

- a. Redoubling efforts toward 150 States Parties and the update on the status of ratifications, accessions, and signatures;
- b. Activities of the Presidency;
- c. Universalization Toolkit and Welcome Pack presentation and discussion;
- d. Sharing experiences of new States Parties to ATT;
- e. Update on universalization activities by other ATT stakeholders.

3. Other activities

- a. Support regional/sub-regional ATT workshops;
- b. Outreach by the Presidency, Vice-Presidents, WGTU Co-chair and other actors.

ANNEX A**(DRAFT) ATT UNIVERSALIZATION TOOLKIT**

1. Introduction

1.1 What is the ATT?

The Arms Trade Treaty (ATT) is an international treaty that regulates the international trade in conventional arms by establishing the highest international standards governing arms transfers and seeks to prevent and eradicate illicit trade and diversion of conventional arms.

“This marks the opening of a new chapter in our collective efforts to bring responsibility, accountability and transparency to the global arms trade.” —Ban Ki Moon¹

The ATT contributes to international and regional peace, security and stability, reducing human suffering, and promoting cooperation, transparency and responsible action.

1.2 Adoption and entry into force

The Treaty was adopted by a UN General Assembly Resolution on 02 April 2013, came into force on 24 December 2014, becoming the first global, legally binding treaty governing conventional arms transfers.

1.3 How many States have joined the ATT?

At this stage, more than 100 States have become States Parties to the Treaty and others have signed the Treaty but not yet ratified it.

Up to date information on the status of participation in the ATT, including a regional overview, is available on the ATT website at: <https://www.thearmstradetreaty.org/treaty-status.html?templateId=209883>

1.4 What is the scope of the ATT?

The ATT regulates certain types of transfers of certain categories of arms.

1.4.1 What types of arms are covered by the ATT?

The ATT regulates the international trade in the following categories of conventional arms (see Article 2(1)):

- 1) Battle tanks;
- 2) Armoured combat vehicles;
- 3) Large-calibre artillery systems;
- 4) Combat aircraft;
- 5) Attack helicopters;
- 6) Warships;
- 7) Missiles and missile launchers; and
- 8) Small arms and light weapons.

The ATT also applies to the export of ammunition/munitions fired, launched or delivered by the conventional arms listed above, as well as parts and components where the export is in a form that provides the capability to assemble the conventional arms listed above (see Articles 3 and 4).

¹ Statement by the Secretary-General on the entry into force of the Arms Trade Treaty on 23 December 2014.
<<https://www.un.org/sg/en/content/sg/statement/2014-12-23/statement-secretary-general-entry-force-arms-trade-treaty>>

1.4.2 What types of transfers are covered by the ATT?

The ATT regulates the following types of transactions (see Article 2(2)):

- export ;
- import;
- transit and trans-shipment; and
- brokering.

The Treaty does not apply to the international movement of conventional arms by, or on behalf of, a State Party for its use provided that the conventional arms remain under that State Party's ownership (see Article 2(3)).

2. ATT benefits

2.1 Why was the Treaty adopted?

The ATT was adopted because, as stipulated in the UN General Assembly resolution that established the Group of Governmental Experts that first considered the feasibility, scope and draft parameters for a comprehensive, legally binding instrument establishing common international standards for the transfer of conventional arms, UN member States recognized that

‘the absence of common international standards on the import, export and transfer of conventional arms is a contributory factor to conflict, the displacement of people, crime and terrorism, thereby undermining peace, reconciliation, safety, security, stability and sustainable development’
(paragraph 9 of resolution 61/89 *Towards an arms trade treaty: establishing common international standards for the import, export and transfer of conventional arms*²)

2.2 What are the benefits of joining the Treaty?

There are a number of benefits of joining the ATT and following is an illustration of them³.

2.2.1 Transparency

The ATT promotes transparency through initial reports on implementation and annual reports on transfers, as well as voluntary information exchange.

Transparency offers States Parties the opportunity to open channels of communication at the bilateral and multilateral levels in order to identify issues of mutual interest (such as preventing the diversion of arms transfers) and collaborate in strengthening trade standards.

At the same time, all nations have national security concerns and the ATT takes this into account by allowing States to exclude commercially sensitive or national security information from the annual reports and/or making their reports available to other States Parties only, not the public generally.

2.2.2 Peace and Security

2.2.2.1 HUMAN SECURITY

The accumulation and circulation of illicit arms and ammunition can prolong armed conflict and can continue to threaten civilians long into the post-conflict period.

² UN resolution adopted by the General Assembly on 18 December 2006, A/RES/61/89, Sixty-first session, Agenda item 90
<http://www.un.org/en/ga/search/view_doc.asp?symbol=A/RES/61/89&Lang=E>

³ More benefits can be found in “Reinvigorating the Narrative: The Broader Benefits of the Arms Trade Treaty” by Centre for Armed Violence Reduction.

The ATT contributes to human security by keeping arms from end-users who might misuse them to commit violations of international law or war crimes which affect citizens' freedom from fear.

2.2.2.2 NATIONAL SECURITY

The Treaty has a part to play in ensuring that available arms remain in the possession of responsible end-users and to diminish the supply of arms to criminal organisations.

The presence of illicit arms can pose a challenge to a state's security sector and the ability of the armed forces and law-enforcement personnel to provide effective domestic security.

Treaty compliance can help identify gaps in existing national systems – allowing States to conduct a gap analysis and seek financial and technical assistance, if needed, to help close any gaps and ensure their national arms control system is robust and comprehensive.

The Treaty also clearly states that it does not apply to the international movement of arms by or on behalf of a State Party for its use provided the arms remain under the State Party's ownership. So transferring equipment to deployed troops does not constitute a 'transfer' under the Treaty and does not require a risk assessment, provided the arms are not retransferred (or left behind) after the mission in question.

2.2.2.3 REGIONAL SECURITY

The ATT contributes to the prevention of cross-border illicit arms and ammunition flows, which in turn reduces the destabilizing effect conventional arms can have on regional security.

The Treaty also promotes cooperation, transparency and responsible joint action, and provides a framework for strengthening existing regional frameworks to combat diversion and the illicit trade.

2.2.3 Human Rights

The ATT reinforces international human rights law and enhances it by bringing it into the risk-assessment process, helping ensure that international human rights standards are respected, implemented and enforced in the conventional arms trade.

The Treaty also places an emphasis on the negative impact of conflict and armed violence women and children, by explicitly highlighting the issue of gender-based violence in the risk-assessment criteria (See Article 7(4)).

2.2.4 Sustainable development

The ATT has a role to play in the achievement of Sustainable Development Goal (SDG) 16.3 (to 'significantly reduce illicit financial and arms flows' by 2030); SDG 5.2 (to eliminate all forms of violence against women and girls); and SDG 11 (aims to make cities safe, inclusive, resilient and sustainable). Consideration of *how* implementation of the ATT can help support and enhance implementation of the SDGs is a cross-cutting issue that all the ATT Working Groups are tasked to incorporate in their deliberations.

2.2.5 Enhancing Trade Standards

The ATT seeks to create a global standard and to ensure all transfers are subject to the same risk-assessment criteria. In establishing an international trade standard and compliance framework, the ATT helps create a level playing field in the arms trade.

Industry members have expressed support for the ATT for this very reason. They see it as a potential means of ensuring that new, emerging manufacturers and exporters will be subject to the same regulatory standards that many existing and long-standing exporting States are subject to.

Companies are increasingly conscious of their public image and are taking an increasingly human security-centred approach to their dealings; the ATT offers an opportunity to enhance this.

2.2.6 Synergies with other instruments

The ATT supports and complements other regional and international arms control instruments, such as the UN Programme of Action on Small Arms and the Firearms Protocol.

ANNEX B

(DRAFT) 'WELCOME PACK' FOR NEW STATES PARTIES TO THE ARMS TRADE TREATY

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2. ATT process

2.1 Conferences of States Parties

2.1.2 When?

In accordance with Article 17(1) of the Treaty, each Conference of States Parties can decide when to hold the next Conference. In practice, the Rules of Procedure stipulate that the Conference shall meet *annually* unless decided otherwise by the Conference (see Rule 11 of the Rules of Procedure).

The ATT Conferences of States Parties have been held as follows:

- First Conference of States Parties to the ATT (CSP1): Cancun, Mexico, 24-27 August 2015
- Second Conference of States Parties to the ATT (CSP2): Geneva, Switzerland, 22-26 August 2016
- Third Conference of States Parties to the ATT (CSP3): Geneva, Switzerland, 11-15 September 2017
- Fourth Conference of States Parties to the ATT (CSP4): Tokyo, Japan, 20-24 August 2018
- Fifth Conference of States Parties to the ATT (CSP5): Geneva, Switzerland, 26-30 August 2019

2.1.2 What?

The role of each Conference of States Parties is to:

- a) Review the implementation of this Treaty, including developments in the field of conventional arms;
- b) Consider and adopt recommendations regarding the implementation and operation of this Treaty, in particular the promotion of its universality;
- c) Consider amendments to this Treaty in accordance with Article 20;
- d) Consider issues arising from the interpretation of this Treaty;
- e) Consider and decide the tasks and budget of the Secretariat;
- f) Consider the establishment of any subsidiary bodies as may be necessary to improve the functioning of this Treaty; and
- g) Perform any other function consistent with this Treaty (see Article 17(4)).

2.1.3 Who?

The Rules of Procedure stipulate that the plenary meetings of the Conference shall be public unless the Conference decides otherwise at the request of a State Party (see Rule 13 of the Rules of Procedure). Accordingly, States Parties, Signatory States, Observer States (States that are neither parties nor signatories to the Treaty), as well as representatives of the United Nations, its specialized agencies, international and regional intergovernmental organisations, civil society, including Non-Governmental Organisations (NGOs), and industry, may participate in Conferences of States Parties (see Rules 1-5 of the Rules of Procedure), unless and until it is decided otherwise.

However, only States Parties can be *full* participants in a Conference (meaning only States Parties have the right to adopt decisions and vote on decisions when necessary). Signatory States can participate in Conferences but cannot take part in the adoption of decisions. Observer States and representatives of the United Nations, international and regional organisations, civil society and industry may attend the Conference as observers, deliver statements at plenary meetings, receive official documents and submit their views in writing to the Conference.

2.2 Preparatory process

2.2.1 Informal preparatory meetings

During the intersessional period between each Conference of States Parties, informal preparatory meetings are held at the seat of the ATT Secretariat in Geneva to prepare for each forthcoming Conference. The number of preparatory meetings and their duration are not prescribed/set, but generally, two informal preparatory meetings lasting one day each are held in advance of each Conference of States Parties. The preparatory meetings are generally timed to coincide with the meetings of the ATT Working Groups (see section 2.3.2.2). Preparatory meetings are public.

2.2.2 Extraordinary meetings

Article 17 (5) contemplates that extraordinary meetings of the Conference may be convened during the intersessional period between Conferences, if a request for such a meeting is made by a State Party and two-thirds of the States Parties support the proposal. Extraordinary meetings take place at the seat of the Secretariat in Geneva unless otherwise decided (see Rule 14 of the Rules of Procedure).

2.3 ATT bodies

2.3.1 Officers of the Conference

2.3.1.1 *President*

States Parties to the Arms Trade Treaty (ATT) elect a President every year during the Conference of States Parties (CSP) to preside over the CSP the following year, including the preparatory process.

The following persons have served as Presidents to the CSPs:

- CSP1: Ambassador Jorge Lomónaco, Mexico
- CSP2: Ambassador Emmanuel E. Imohe, Nigeria
- CSP3: Ambassador Klaus Korhonen, Finland
- CSP4: Ambassador Nobushige Takamizawa, Japan
- CSP5: Ambassador Jānis Kārklīņš, Latvia

2.3.1.2 *Vice Presidents*

Under Rule 9 of the Rules of Procedure, during each session of the Conference of States Parties to the ATT a President and four vice-Presidents for the following session of the Conference are elected from among the representatives of participating States Parties.

The President and four vice-Presidents, informally referred to as ‘the Bureau’, begin their terms of office at the end of the Conference that elected them and serve until their successors are elected at the end of the next ordinary session of the Conference. The President (assisted by the vice-Presidents) presides over any extraordinary meeting of the Conference held during their term.

2.3.1.3 *Secretary of the Conference*

Under Rule 10 of the Rules of Procedure, the Head of the ATT Secretariat is the Secretary of the Conference and acts in this capacity at all sessions of the Conference and its subsidiary bodies. The role of the Secretary is to make all the necessary arrangements in connection with the ordinary and extraordinary sessions and, generally, perform all other work that the Conference may require, in accordance with Article 18 paragraph 3 (d) of the Treaty.

The other roles and functions of the ATT Secretariat are described in section 6.1.1.

2.3.2 Subsidiary bodies

Rule 42 of the Rules of Procedure provides that the Conference of States Parties may establish subsidiary bodies, in accordance with Article 17(4) of the Treaty. The Conference determines the matters to be

considered by any subsidiary body established under the Treaty including its mandate, officers, composition, size, duration and budgetary issues.

The current subsidiary bodies of the ATT are:

- The Management Committee
- Three Working Groups:
 - The Working Group on Effective Treaty Implementation
 - The Working Group on Transparency and Reporting
 - The Working Group on Treaty Universalization
- The VTF Selection Committee

The roles and functions of each of the bodies are described below.

2.3.2.1 Management Committee

The First Conference of States Parties to the ATT established a Management Committee as a subsidiary body, pursuant to Article 17(4) of the Treaty and Rule 42 of the Rules of Procedure. The role of the Management Committee is to provide oversight on financial matters and on other matters related to the ATT Secretariat to ensure maximum accountability, efficiency and transparency and the Secretariat's operations.

The Management Committee comprises the President of the Conference of States Parties and a State Party representative designated by each UN regional group. A representative of the ATT Secretariat participates in meetings. A representative of Signatory States may be invited, when appropriate, by the Conference, to attend the meetings of the Management Committee as observers.

Members of the Management Committee (other than the President and representatives of the ATT Secretariat) serve for two years and are eligible to serve a further term.

The operations of the Management Committee are governed by the Terms of Reference for the Management Committee.

2.3.2.2 Working Groups

The following Working Groups were established by CSP2 in 2016 and became standing Working Groups by a decision of CSP3 in 2017:

- Working Group on Effective Treaty Implementation (WGETI)
- Working Group on Transparency and Reporting (WGTR)
- Working Group on Treaty Universalization (WGTU)

The President of Conference appoints a Chair or Co-Chairs to each Working Group, and the aim of each Working Group – in accordance with their respective Terms of Reference - is as follows: WGETI: exchanges information and challenges on the practical implementation of the Treaty at the national level; WGTR: undertakes tasks defined by the Conference of States Parties in the general area indicated by its title (i.e. issues of transparency and reporting obligations under the Treaty); WGTU: generates and shares views and implementation measures on Treaty universalization.

On average, the Working Groups meet twice per year (coinciding with the informal preparatory meetings of each Conference of States Parties (see section 2.2.1)) for a total of three days. Each Working Group submits a report to every Conference of States Parties on the progress of their work.

2.3.2.3 Voluntary Trust Fund (VTF) Selection Committee

The Second Conference of States Parties to the ATT appointed a VTF Selection Committee as a subsidiary body, pursuant to Article 17(4) of the Treaty and Rule 42 of the Rules of Procedure, to oversee the

administration of the Voluntary Trust Fund including the allocation of available funds to project proposals following the annual call for proposals (see section 6.2.1).

The Selection Committee consists of up to 15 members who serve for a period of two years (and are eligible to be reappointed for further terms). The operations of the VTF Selection Committee is governed by the VTF Terms of Reference. The VTF Selection Committee appoints one of its members to chair its deliberations, and the Chair of the VTF Selection Committee reports on the work and status of the VTF to each Conference of States Parties.

3. ATT obligations

3.1 What are the arms transfer control obligations under the Treaty?

3.1.1 National Control System

One of the central obligations under Article 5 of the Treaty is that States Parties must establish and maintain a national control system to regulate the export, import, transit, and trans-shipment of conventional arms, ammunition/munitions, and parts and components, as well as related brokering activities.

As part of its national control system, each State Party is required to establish and maintain a national control list of the arms and items that are covered by its control system. That is, a list of the arms, ammunition/munitions, parts and components and other items whose transfer is controlled and regulated by the State. States Parties are required to provide a copy of their national control lists to the ATT Secretariat, which makes it available to other States Parties, and they are encouraged to make their national control lists publicly available.

Each State Party must also designate one or more competent national authorities in order to have an effective and transparent national control system, and they must designate one or more national points of contact to act as a liaison and exchange information on matters related to the implementation of the Treaty.

3.1.2 Regulating transfers

3.1.2.1 PROHIBITION OF CERTAIN TRANSFERS

The term ‘transfer’ is defined under Article 2(2) of the Treaty to include export, import, transit, trans-shipment, and brokering.

Under Article 6 of the Treaty, States Parties are prohibited from authorizing any transfer of arms, related ammunition/munitions, or parts and components if:

- the proposed transfer would violate UN Security Council arms embargoes adopted under Chapter VII of the Charter;
- the proposed transfer would violate relevant international obligations under treaties to which a state is a party; or
- the state party ‘has knowledge at the time of authorization’ that the arms or items would be used to commit genocide, crimes against humanity, or certain war crimes.

If a transfer is not prohibited under Article 6, each state party must ensure the transfer is regulated in accordance with the other provisions of the Treaty, as discussed below.

3.1.2.2 EXPORT

Under Article 7, if the transfer involves an export of conventional arms, related ammunition/munitions, or parts and components, the exporting state is required to assess the risk or potential that the arms or items to be exported would contribute to or undermine peace and security or that they could be used to commit or facilitate:

- a serious violation of international humanitarian law;
- a serious violation of international human rights law;
- acts constituting offences under international agreements relating to terrorism; or
- acts constituting offences under international agreements relating to transnational organized crime.

An exporting state must refuse any request for authorization if its assessment concludes that there is an ‘overriding’ risk of any of the negative consequences listed in Article 7(1).

An exporting State must also take into account the risk of conventional arms, related ammunition/munitions, or parts and components, being used to commit or facilitate serious acts of gender-based violence or serious acts of violence against women and children (see Article 7(4)), and must assess the risk of diversion of the export (Article 11).

3.1.2.3 IMPORT

In addition to certain imports of conventional arms, related ammunition/munitions, or parts and components being prohibited under Article 6 (see section 3.1.2.1 above), each State Party that imports arms must ‘take measures that will allow it to regulate, where necessary, imports under its jurisdiction of conventional arms’.

While the ATT does not specify which measures are to be taken to regulate imports as part of a national control system, they could include a requirement to obtain authorization from the relevant authority in the form of a licence or permit to import arms, and/or end-user and delivery verification certificates.

The Treaty also stipulates that importing States must take measures to ensure information is provided to an exporting State, if requested to do so as part of a risk assessment an exporting State may be conducting, and that such measures may include end use or end user documentation.

3.1.2.4 TRANSIT AND TRANS-SHIPMENT

In addition to the transit and transshipment of conventional arms, related ammunition/munitions, or parts and components being prohibited in certain circumstances described under Article 6 (see section 3.1.2.1 above), Article 9 requires states parties to take appropriate measures to regulate transit or trans-shipment of conventional arms under their jurisdiction ‘where necessary and feasible’ and ‘in accordance with relevant international law’.

While the ATT does not specify which measures are to be taken to regulate transit and transshipment as part of a national control system, they could include a requirement to obtain authorization from the relevant authority in the form of a licence or permit to transit or transship arms, and/or a requirement that transport agents give prior notification to the transit State that weapons will be transiting its territory.

3.1.2.5 BROKERING

In addition to the brokering of conventional arms, related ammunition/munitions, or parts and components being prohibited in certain circumstances described under Article 6 (see section 3.1.2.1 above), Article 10 requires states parties to ‘take measures, pursuant to its national laws, to regulate brokering taking place under its jurisdiction’ for conventional arms. The Treaty stipulates that such measures may include: requiring brokers to register or obtain written authorization before engaging in brokering.

4. What are the reporting obligations under the Treaty?

4.1 Initial Reports

Under Article 13(1) of the ATT, States Parties are *required* to provide an Initial Report to the ATT Secretariat that describes the measures the state has taken to implement the Treaty, ‘including national laws, national

control lists and other regulations and administrative measures'. They are also required to report on any new measures undertaken to implement the Treaty when such measures are taken.

Each State Party is required to submit its Initial Report 'within the first year after entry into force of this Treaty for that State Party'. Accordingly, the deadline for submission of a State Party's Initial Report is twelve months after the date the Treaty enters into force for it⁵.

A template has been developed to assist States Parties submit their Initial Reports and Initial Reports can be submitted to the ATT Secretariat online.

4.2 Annual Reports

Under Article 13(3) of the ATT, States Parties are *required* to submit a report on an annual basis that includes information 'concerning authorized or actual exports and imports of conventional arms covered under Article 2(1)' that were made during the preceding calendar year (01 January to 31 December).

The deadline for the submission of Annual Reports to the ATT Secretariat is 31 May each year. For example the deadline for the submission of 2018 Annual Reports covering exports and imports made between 01 January - 31 December 2018 is 31 May 2019.

A template has been developed to assist States Parties submit their Annual Reports and Annual Reports can be submitted to the ATT Secretariat online.

4.3 Reports on diversion

Under Articles 11(6) and 13(2), States Parties are *encouraged* to report on measures taken to address the diversion of transferred arms.

5. What are the financial obligations under the Treaty?

5.1 States Parties

States Parties pay assessed contributions that cover the following two aspects:

1. *Contributions for the CSP and any subsidiary bodies it may establish*: All States Parties, irrespective of attendance at meetings and Conferences of States Parties, are assessed a contribution towards each Conference, or any subsidiary bodies it may establish, including towards the cost of preparing and holding the Conference, or subsidiary body meeting as applicable (see Rule 5.1 of the ATT Financial Rules).
2. *Contributions for the Secretariat*: Each calendar year, States Parties are charged an assessed contribution for the ATT Secretariat's costs in undertaking its core tasks, comprising: staff salaries, equipment, office overheads, financial administration, human resources administration, insurance, communications and IT, and any other items essential for the functioning of the Secretariat as decided by the Conference (see Rule 6.3 of the ATT Financial Rules).

⁵ For a state that ratified, accepted, approved or acceded to the Treaty after 24 December 2014, the Treaty enters into force for that state ninety days following the date of deposit of its instrument of ratification, acceptance, approval or accession in accordance with Article 22. The deadline for submission of its Initial Report is twelve months after that date.

5.2 Signatory States and Observer States

Signatory States and other observer States in attendance at each Conference of States Parties, or any subsidiary bodies it may establish, are levied an attendance fee towards the cost of preparing and holding the Conference, or subsidiary body meeting as applicable.

Invoices issued for the estimated Conference costs shall be calculated on the assumption that all signatory States, and other observer States that attended the Conference in the preceding year will attend the following Conference.

6. Assistance and support for ATT implementation

6.1 ATT Secretariat

6.1.1 What is the role of the ATT Secretariat?

The ATT Secretariat was established in accordance with Article 18 of the Treaty to support and assist States Parties in the effective implementation of the ATT.

The ATT Secretariat manages the reporting process under the Treaty; maintains a database of national points of contact; facilitates the matching of offers of and requests for assistance for Treaty implementation; facilitates the work of the Conference of States Parties; and performs other duties as decided by the Conferences of States Parties. Facilitating the work of the Conference of States Parties includes supporting the work of the CSP President, Vice Presidents, Management Committee, and the Co-chairs of the Working Groups established by the Conference of States Parties, during the preparatory phase leading up to each CSP.

In addition to its traditional responsibilities contemplated in Article 18(3) of the Treaty, the ATT Secretariat also administers the Voluntary Trust Fund, with the support of the VTF Selection Committee (see sections 2.3.2.3 AND 6.2.1) as well as the ATT sponsorship programme.

6.1.2 How to contact the ATT Secretariat

Address : 7bis avenue de la Paix, WMO Building, 2nd floor, 1211 Geneva

Phone: +41 (0)22 715 04 20

Email: info@thearmstradetreaty.org

Web: www.thearmstradetreaty.org

6.2 What financial assistance is available?

6.2.1 Voluntary Trust Fund

Article 16(3) of the Arms Trade Treaty (ATT) provides for the establishment of a Voluntary Trust Fund (VTF) to support national implementation of the Treaty and encourages all States Parties to contribute resources to the Fund.

The VTF was formally established in August 2016 by the Second Conference of States Parties to operate under its approved Terms of Reference (ATT/CSP2/2016/WP3/Rev.1). The VTF disburses funds to ATT implementation projects according to the provisions of its Terms of Reference and Administrative Rules.

The VTF is administered by the ATT Secretariat with support from the VTF Selection Committee (see section 2.3.2.3). A call for proposals is issued annually inviting States to apply for grants of up to USD 100,000 for ATT implementation projects; only States can apply for funds.

For more information, visit: <https://www.thearmstradetreaty.org/voluntary.html>

6.2.2 Sponsorship programme

The ATT Secretariat administers a sponsorship programme that facilitates the participation of States in ATT meetings. The primary objective of the ATT sponsorship programme is to maximize the scale and diversity of participation in ATT meetings to ensure representative and participatory discourse during the meetings and, ultimately, contribute to strengthening implementation and universalization of the Treaty. The ATT Secretariat invites applications for sponsorship in advance of each ATT meeting where sponsorship funds are available by circulating a call for applications to all persons on the ATT mailing list and by posting the information on the ATT website.

6.2.3 UNSCAR

The United Nations Trust Facility Supporting Cooperation on Arms Regulation (UNSCAR) is a flexible multi-donor, United Nations-managed fund supporting arms regulations, which supports the ratification/accession and implementation of relevant international instruments on arms regulations, including the ATT.

UNSCAR issues an annual call for proposals and is open to applications from UN partners, international/regional organizations, NGOs, research institutes. Governments wishing to receive assistance should work with an eligible applicant.

For more information, visit: <https://www.un.org/disarmament/unscar/>

6.2.4 EU ATT Outreach Project

The European Union has established a project and committed funds to support implementation of the ATT known as the 'EU ATT Outreach Project'. The Project entails different components:

- Tailored national assistance programmes that can provide a long-term partnership to address multiple national implementation priorities through tailored assistance activities.
- Ad hoc activities to allow a flexible and quick response to individual requests for support.
- Regional seminars that provide a platform to share best practice models, involve civil society actors and foster regional cooperation.

Assistance is provided upon request by States made directly to the Project. More information is available here:

<https://export-control.jrc.ec.europa.eu/projects/Arms-Trade-Treaty>

6.2.5 Bi-lateral assistance

Many donor countries offer financial and technical assistance for ATT implementation on a bi-lateral basis. States interested in receiving such assistance should contact donor countries directly.

6.3 What technical assistance is available?

States may seek assistance from existing States Parties to the Treaty with respect to technical aspects of Treaty implementation. There are also many international organisations, regional organisations, UN agencies, civil society organizations and think tanks that are engaged on ATT implementation and can offer assistance on a range of technical aspects of ATT implementation. The ATT Secretariat can offer advice on who and how to approach such actors.

In addition, numerous practical guides, research papers and other tools have been developed by the ATT Working Groups as well as international organisations, civil society organizations and think tanks that offer technical advice and guidance on how to implement the Treaty.

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Further information on Treaty implementation including resources, tools and guidelines are available on the ATT website (<https://www.thearmstradetreaty.org/>) or can be obtained from the ATT Secretariat (info@thearmstradetreaty.org).