

**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.G2018.004SEN**

## Arms Trade Treaty Voluntary Trust Fund - Final Report

Project Number	ATT.VTF.G2018.004SEN
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 \$ 85,786.00
Final Report submission date	29 August 2019
Period covered under this report (MM/DD/YY – MM/DD/YY)	01 August 2018- 30 June 2019

### 1. Project activities and outcomes

#### a Describe the project outcomes.

**Thanks to this course, participants from Senegal (23) and other African countries (26) 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 and illicit trafficking will be strengthened.**

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

**The 23 participants from Senegal represented all the key governmental agencies involved in implementation of the ATT (Defence/Armed Forces, Foreign Affairs, Customs, Research, Justice, Interior, Economy) as well as civil society organisations and media. 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.

**15 states (Benin, Burkina, Cameroon, Central African Republic, Congo, Côte d'Ivoire, Gabon, Guinea-Bissau, Madagascar, Mali, Mauritius, Mauritania, Niger, Senegal, and Togo)**

#### d Were all the project activities as specified in the Project Schedule (see Annex G) 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. Please also include comments 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 from Africa and Europe.**

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 2019), 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 Amadou Ousmane Ba, 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 79'781.00**
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 a receipt from the Consultant confirming that the amount 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 ..... *Col. BA - A. O.* ..... Date 2 April 2019

Colonel Amadou Ousmane Ba, 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
- Proof the Consultant was paid. This could be a receipt issued to you by the Consultant or a bank statement.



Arms of Grant Recipient  
Department or Agency  
Posting Date

Senegal  
NATIONAL COMMISSION FOR  
the electronic version.  
1) Complete all pink fields only.  
2) Print, sign, scan and email expenditure report to [trustfund@thearmsdatreaty.org](mailto:trustfund@thearmsdatreaty.org) along with  
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.

## ATT Final Expenditure Report

Project No. ATT/TFE/02/018/0045/FIN  
Reporting period 01.06.2018 to 30.06.2019  
Local Currency Code CHF  
Grant Received USD (1st tranche) 42'893.00  
Grant Received USD (2nd tranche) 36'888.00  
Total 79'781.00

<https://www.armsdata.com/currency/convert/>  
Click above first cell for exchange rate site

Vendor Code [Senegal]

Accounting Details		General Details			Total budget		Actual spend to date**		Balance of budget available		Balance of funds received	
Posting Date	Project code	Budget Line	Ref. N°	Description 1	Description 2 - Receipt or Invoice No. - Date*	USD	Local Amount	Rate	USD	USD	USD	USD
			1	Project Officer Geneva	See column i - GL file attached	12'234,00	12'197,40	1,0030	12'233,99	0,01	67'547,01	
			2	Project Assistant Geneva	See column j - GL file attached	1'872,00	1'866,25	1,0030	1'871,84	0,16	65'675,17	
			3	Honoraria for trainers (Africa)	See column k - GL file attached	1'216,00	1'200,00	1,0030	1'203,60	2,40	64'471,57	
			4	Honoraria for trainers (Europe)	See column l - GL file attached	860,00	850,00	1,0030	852,55	7,45	63'619,02	
			5	Travel Staff from Geneva	See column m - GL file attached	1'780,00	1'575,20	1,0030	1'577,92	202,08	62'041,10	
			6	Travel Trainers from Europe	See column n - GL file attached	2'280,00	1'828,15	1,0030	1'833,63	446,37	60'207,47	
			7	Travel Participants from Africa	See column o - GL file attached	28'325,00	24'955,80	1,0030	25'030,67	3'294,33	35'176,80	
			8	Airport Pickup & Dropoff for Staff, Trainers & Participants	See column p - GL file attached	1'600,00	1'782,60	1,0030	1'787,95	-187,95	33'388,85	
			9	Hotel Accommodation for Participants (25 participants x 6 nights)	See column q - GL file attached	14'750,00	14'565,90	1,0030	14'609,60	-359,60	18'779,25	
			10	Hotel Accommodation for Staff (2 staff x 7 nights)	See column r - GL file attached	1'330,00	1'382,00	1,0030	1'386,15	-56,15	17'393,10	
			11	Hotel Accommodation for Trainers (2 trainers x 2 nights)	See column s - GL file attached	380,00	790,70	1,0030	793,07	-413,07	16'600,03	
			12	- Lunch (48 participants + 5 staff/trainers x 5 lunches)	See column t - GL file attached	3'975,00	5'273,45	1,0030	5'289,27	-1'314,27	11'310,76	
			13	- Dinner (48 participants + 5 staff/trainers x 3 dinners)*	See column u - GL file attached	2'962,00	1'412,90	1,0030	1'417,14	1'444,86	9'893,62	
			14	- Coffee break (48 participants + 5 staff/trainers x 5-day course x 2 breaks)	See column v - GL file attached	3'180,00	3'301,00	1,0030	3'310,90	-130,90	6'582,72	
			15	- Bottles of water (76 packs of 12 small bottles)	See column w - GL file attached	380,00	85,70	1,0030	85,96	294,04	6'496,76	
			16	Other (cultural visit, visa fees, etc.)	See column x - GL file attached	1'000,00	264,75	1,0030	265,54	734,46	6'231,22	
			17	Stationary, pens, name tags, etc.	See column y - GL file attached	250,00	1'179,60	1,0030	1'183,14	-933,14	5'048,08	
			18	Rental IT Equipment (Internet router, computers, printer, beamer, etc.)	See column z - GL file attached	2'150,00	2'076,40	1,0030	2'082,63	67,37	2'965,45	
			19	Printing of documents (external)	See column aa - GL file attached	250,00	106,00	1,0030	106,32	143,68	2'859,13	
			20	Indirect support costs	See column bb - GL file attached	5'612,00	5'368,45	1,0030	5'384,55	227,45	-2'525,42	
						85'786,00	82'060,25		82'306,42	3'479,58	-2'525,42	

\* 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, the departure city and arrive  
\*\*Actual spend to date: insert the actual amount spent on the budget item. 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 paid for in USD, enter the figure in the column head.



Moussa Soudan  
HEAD OF FINANCE  
*[Signature]*  
HEAD: ATT SECRETARIAT

Date: 17 April 2019  
Date: 09 July 2019

**RECONCILIATION**  
**SENEGAL-ATT.VTF.G2018.004SEN**  
**2018**

Description	Total budget	Actual spend (Interim Report)	Actual spend (Final Report)	Actual spend (Total)	Balance of budget available	Balance of funds received	% of over- or under-spend
	USD	USD	USD	USD	USD	USD	
<b>Personnel costs</b>							
<b>Staff</b>							
Project Officer Geneva	12,234	5711.2	6,523	12,234	0	67,547	100%
Project Assistant Geneva	1,872	248.4	1,623	1,872	0	65,675	100%
<b>Consultant</b>							
Honoraria for trainers (Africa)	1,216		1,204	1,204	12	64,472	99%
Honoraria for trainers (Europe)	860		853	853	7	63,619	99%
<b>Travel costs</b>							
Travel Staff from Geneva	1,780	1,565	13	1,578	202	62,041	89%
Travel Trainers from Europe	2,280	1,834		1,834	446	60,207	80%
Travel Participants from Africa	28,325	17,778	7,253	25,031	3,294	35,177	88%
Airport Pickup & Dropoff for Staff, Trainers & Participants	1,600		1,788	1,788	-	188	112%
Hotel Accommodation for Participants (25 participants x 6 nights)	14,250		14,610	14,610	-	360	103%
Hotel Accommodation for Staff (2 staff x 7 nights)	1,330		1,386	1,386	-	56	104%
Hotel Accommodation for Trainers (2 trainers x 2 nights)	380		793	793	-	413	209%
Catering for Staff, Trainers & Participants:							
- Lunch (48 participants + 5 staff/trainers x 5 lunches)	3,975		5,289	5,289	-	1,314	133%
- Dinner (48 participants + 5 staff/trainers x 3 dinners)*	2,862		1,417	1,417	1,445	9,894	50%
- Coffee break (48 participants + 5 staff/trainers x 5-day course x 2 breaks)	3,180		3,311	3,311	-	131	104%
- Bottles of water (76 packs of 12 small bottles)	380		86	86	294	6,497	23%
Other (cultural visit, visa fees, etc.)	1,000		266	266	734	6,231	27%
<b>Equipment costs</b>							
Stationary, pens, name tags, etc.	250		1,183	1,183	-	933	473%
<b>Operating Costs</b>							
Rental IT Equipment (Internet router, computers, printer, beamer, etc.)	2,150		2,083	2,083	67	2,965	97%
Printing of documents (external)	250		106	106	144	2,859	43%
<b>Total Direct Costs</b>	<b>80,174</b>	<b>27,136</b>	<b>49,786</b>	<b>76,922</b>	<b>3,252</b>	<b>2,859</b>	<b>96%</b>
<b>Total Indirect Support Costs - 7 %</b>	<b>5,612</b>	<b>1,900</b>	<b>3,485</b>	<b>5,385</b>	<b>228</b>	<b>2,525</b>	<b>96%</b>
<b>Total Indirect Support Costs - 7 %</b>	<b>85,786</b>	<b>29,035</b>	<b>53,271</b>	<b>82,306</b>	<b>3,480</b>	<b>2,525</b>	<b>96%</b>
Amount of 1st installment	42,893						
Amount of 2nd installment	36,888						
Amount of 3rd installment	2,525						
Balance owing	-						