

Arms Trade Treaty Voluntary Trust Fund

FINAL REPORT

PALAU

Ministry of Justice

Project No.: ATT.VTF.G2019.017.PLW

11 October 2021

Arms Trade Treaty Voluntary Trust Fund - Final Report

Project Number	ATT.VTF.G2019.017PLW
Grantee name	Palau
Project title	Strengthening Inter-Agency Co-operation and Reporting Practices for ATT Ratification
Grant Amount	USD 80,036
Final Report submission date	11 October 2021
Period covered under this report	30 September 2019 – 31 August 2021

1. Project activities and outcomes

a Describe the project outcomes.

The primary outcome is that the agencies involved in our national arms control system are now aware of their ATT obligations and are able to meet ATT standards. These agencies have updated tools and procedures to better track and manage arms transfers as well as control arms and ammunition already in Palau.

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

Through the project, we:

1. trained officials from each of the five agencies and parliament in ATT standards and Palau's existing laws and regulations which enable compliance;
2. re-activated an interagency ATT working group to continue compliance work;
3. became aware of possible future arms broker risks and drafted a legislative provision to reduce these risks; and
4. introduced a gap-filling system, ArmsTracker, adapted for five agencies to assist in: managing transfers and stockpiles, tracing, identification, reporting and record-keeping.

c List all States that benefitted from the project.

Palau.

Other States which implement ArmsTracker will benefit from the further development of the ArmsTracker platform through this project.

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.

What recommendations would you make in this regard?

None.

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 checked="" type="checkbox"/>	<input type="checkbox"/>

Explain your answer:

Palau neighbours countries with high levels of arms transfers and, at times, high levels of armed violence. As such, it is important that Palau can: control transit and transshipment of arms, in line with international standards; continue to control arms domestically; and demonstrate its high standards and success to others. This project has helped with each of these.

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 checked="" type="checkbox"/>	<input type="checkbox"/>

Explain your answer:

The project achieved what it set out to achieve. It identified system gaps and filled them. It also trained the people involved in the system and provided the tools and resources needed to continue compliance.

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 checked="" type="checkbox"/>	<input type="checkbox"/>

Explain your answer:

The project stalled in the middle after our elections and COVID changed priorities. We are very grateful for the VTF's patience during that time. After the COVID threat reduced and a new NPC was appointed the project activities were completed with great efficiency.

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).

This project has enabled Palau to better:

- track and manage arms and ammunition transfers, including those in transit, in accordance with ATT standards;
- further reduce diversion risk through improved management processes; and
- be more aware of ATT standards and potential future risks.

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 checked="" type="checkbox"/>	<input type="checkbox"/>

Explain your answer:

A key component of the project was the development of ArmsTracker for five agencies. The project involves a permanent licence for ArmsTracker for each of these agencies, further support beyond the project and on-going upgrades indefinitely.

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?

1. The ongoing use and upgrades to ArmsTracker is covered above.
2. We have worked in partnership with the implementing partner, CAVR, for over 5 years and will continue to do so.
3. Through the ATT interagency working group we will continue to monitor future risks, such as arms brokers, and consider legislative reform when the risk increases.
4. As one of only four Pacific Island Countries which are States Parties to the ATT, and a neighbour to four signatories in South East Asia, we will promote joining the ATT through relevant regional networks when able.

2. Final expenditure report

Please find attached the completed VTF Expenditure Report.

3. Certifications

Certification – Palau – Final Report to the ATT VTF Centre for Armed Violence Reduction

For the purposes of this certification:

Grantee means Ministry of Justice of Palau.

Consultant means the Centre for Armed Violence Reduction ('CAVR').

I, Shelley deBlair Remengesau, 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 USD45,000.
4. The tax invoices (S1.1; S1.2; EC3) provided to the Grantee by the Consultant for the provision of services for the Grant project to date are saved in the Final Report Share Folder [here](#).
5. The Consultant has received payment directly from the VTF Secretariat through the first two tranche payments for this project.
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 10/11/2021

Special Assistant to the Vice President
Office of the Vice President, Republic of Palau

Certification – Palau – Final Report to the ATT VTF Office Experts Brayalei


For the purposes of this certification:

Grantee means Ministry of Justice of Palau.

Consultant means Office Experts Brayalei – the IT development specialists for ArmsTracker.

I, Shelley deBlair Remengesau, 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 USD10,000.
4. The tax invoices (see C2.1 and C2.2) provided by the Consultant for the provision of services for the Grant project to date are saved in the Final Report Share Folder [here](#).
5. A receipt from CAVR (see C2.0) is provided in the Final Report Share Folder confirming that the amount referred to in 3 above has been paid in full to the Consultant on behalf of the Grantee. See the explanation also in the final expenditure report provided.
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 10/11/2021

Special Assistant to the Vice President
Office of the Vice President, Republic of Palau



Name of Grant Recipient	Palau
Department or Agency	Ministry of Justice
Posting Date	
Project code	622019

INSTRUCTIONS

- 1) Complete all pink fields only.
- 2) Print, sign, scan and email expenditure report to trustfund@thearmsstradetreaty.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

Project No.	ATT.VTF.G2019.017F-LW
Reporting period	30.09.2019 - 31.08.2021
Local Currency Code	USD
Grant Received USD (1st instalment)	40,01
Grant Received USD (2nd instalment)	34,41

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

General Details				Total budget	Actual spend to date**			Balance of budget available	Balance of funds received
Budget Line	Ref. N°	Description 1	Description 2 - Receipt or Invoice No. - Date	USD	Local Amount	Rate	USD	USD	USD
Personnel costs	1	CAVR staff to develop legislative amendments, support political engagement by developing brief, develop materials for Palau National Workshop, support the development of the National Action Plan, facilitate national workshop, and support project management activities	S1.1) 27 Mar 20 - Invoice for CAVR staff time from 30 Sep 19 - 27 Mar 20, USD9,000. S1.2) 1 Sep 21 - Invoice for CAVR staff time from 28 Mar 20 - 31 Aug 21, USD21,000	30,000.00			30,000.00	-	44,433.00
	2	ArmsTracker consultations, customisation and on-going technical support	C2.0) CAVR Bank Statement for proof of payment to Office Experts Brayalei C2.1) 03 Oct 19 - Office Experts Brayalei INV 6742 - \$5,183.75AUD C2.2) 16 Oct 19 - Office Experts Brayalei INV 6781 - \$10,800.89AUD (Only \$9,397.48AUD was charged from this invoice to this grant) N.B. As per the Interim Expenditure Report, OfficeExperts Brayalei was contracted by CAVR for a total of \$30k USD for the 3 projects funded by the VTF. This total is reflected in the total amount of 5 invoices received from them from 3 Oct - 8 Nov 2019. Each project was only charged for the relevant amount for their project. There is a small overage of \$109.07AUD in the final total for all invoices and this was amount was paid for by CAVR.	10,000.00	14,581.23	0.6858	10,000.00	-	34,433.00
Equipment costs	3	ArmsTracker software	EC3) 31 Oct 19 - Invoice for permanent license for ArmsTracker Palau	15,000.00	15,000.00		15,000.00	-	19,433.00
	4	Five computers to be used by five government agencies	EC4) 27 Jul 21 - Invoice for ArmsTracker computers	7,400.00	7,388.00		7,388.00	12.00	12,045.00
Operating costs	5	Additional online training costs inc video production	OC5) 25 Sep 21 - Invoice CAVR training	2,001.00	2,917.70	0.6858	2,001.00	-	10,044.00
	6	Venue hire (per day)	OC6-9) 8 Sep 21 - Venue Invoice. See OC6-9) Breakdown. Venue hire: \$600 + Gratuity cost: \$150.50. Total \$750.50	4,000.00	750.50		750.50	3,249.50	9,293.50
	7	Lunch (20 participants x USD 30 x 2 days)	OC6-9) 8 Sep 21 - Venue Invoice. See OC6-9) Breakdown. Lunch: \$375.	1,200.00	375.00		375.00	825.00	8,918.50
	8	Tea breaks (20 participants x 2-day wksp x 2 breaks)	OC6-9) 8 Sep 21 - Venue Invoice. See OC6-9) Breakdown. Morning tea: \$240 + iced tea: \$40 + Afternoon tea: \$160. Total: \$440	800.00	440.00		440.00	360.00	8,478.50
	9	Projector and screen	OC6-9) 8 Sep 21 - Venue Invoice. See OC6-9) Breakdown. Projector portion of the invoice: \$90.	1,000.00	90.00		90.00	910.00	8,388.50
	10	Materials for workshop (inc printing)	OC10.1) 20 Sep 21 - Materials for workshop, \$256.45. OC10.2) 20 Sep 21 - Workshop resources - certificates, \$95.55. Total: \$352.00	400.00	352.00		352.00	48.00	8,036.50
	11	Closing reception (venue hire, food and drinks for 20 participants)	OC11) 20 Sep 21 Reception Invoice. Invoiced amount is USD1,250. CAVR paid the USD250 above budget amount.	1,000.00	1,000.00		1,000.00	-	7,036.50
				72,801.00	42,894.44		67,396.50		7,036.50

Signature:

17 March 2022

20 April 2022

(Acting Head of ATT Secretariat)

RECONCILIATION
PALAU-ATT.VTF.G2019.017PLW
2019

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	
Personnel costs							
CAVR staff	30000	9000	21000	30000	0	44433	100%
ArmsTracker consultations, technical support	10000	10000	0	10000	0	34433	100%
Equipment costs							
ArmsTracker software	15000	15000	0	15000	0	19433	100%
Five computers	7400	0	7388	7388	12	12045	100%
Operating costs							
Additional online training costs, video production	2001	0	2001	2001	0	10044	100%
Venue hire	4000	0	751	751	3250	9294	19%
Lunch	1200	0	375	375	825	8919	31%
Tea breaks	800	0	440	440	360	8479	55%
Project and screen	1000	0	90	90	910	8389	9%
Materials for workshop	400	0	352	352	48	8037	88%
Closing reception	1000	0	1000	1000	0	7037	100%
Total Direct Costs	72801	34000	33397	67397	5405	7037	93%
Total Indirect Support Costs - 7%	5096	2380	2338	4718			93%
Total	77897	36380	35734	72114			93%
Amount of 1st installment	40018						
Amount of 2nd installment	34415						
Amount of 3rd installment							
Balance owing to VTF for 2019 VTF project							2,318.75

