
Arms Trade Treaty
Fourth Conference of States Parties
Tokyo, 20 – 24 August 2018

REPORT ON THE ATT MANAGEMENT COMMITTEE'S ACTIVITIES FOR THE PERIOD 2017/2018

INTRODUCTION

1. This report is submitted by the ATT Management Committee in compliance with its reporting obligations to the Conference of States Parties as contemplated in Rule 42(3) of the Rules of Procedure of the Arms Trade Treaty and Section 12 of its own Terms of Reference.
2. The Management Committee is established as a subsidiary body under Article 17(4) of the Arms Trade Treaty as well as Rule 42 of the Rules of Procedure, to provide oversight on financial matters as well as other matters related to the Secretariat with the aim of ensuring maximum accountability, efficiency and transparency.
3. The Management Committee operates under a set of Terms of Reference, referenced ATT/CSP1/CONF/4.

COMPOSITION OF THE MANAGEMENT COMMITTEE

4. The Management Committee is chaired by the current President of the Conference of States Parties, Ambassador Nobushige TAKAMIZAWA from Japan, and is composed of five State Party representatives designated by the United Nations regional groups and appointed by the Third Conference of States Parties. The current Committee members are: Côte d'Ivoire, Czech Republic, Cyprus, Panama, and Sweden to serve for a period of one year up to the Fourth Conference of States Parties (CSP4), and the Netherlands to serve for a period of one year from CSP4 to the Fifth Conference of States Parties (CSP5).
5. Section 3 of the Management Committee's Terms of Reference provides that, with the exception of the President of the Conference of States Parties and an ATT Secretariat representative, members of the Committee shall serve for a period of two years and are eligible to serve a further term.

MANDATE

6. The mandate of the Management Committee is to provide oversight on financial matters as well as other matters related to the ATT Secretariat with the aim of ensuring maximum accountability, efficiency and transparency. The Management Committee's mandate is elaborated in its Terms of Reference, referenced ATT/CSP1/CONF/4.

METHOD OF WORK

7. In performing its work, the Management Committee relies on the provisions of the Treaty, its Terms of Reference, the Directive of States Parties to the Secretariat and any other decision taken by the Conference of States Parties for execution.
8. The Management Committee conducts its work, its meetings and takes decisions in accordance with the provisions of the ATT Rules of Procedures with particular reference to Rules 42 and 43.
9. The Management Committee conducts its work through formal meetings as well as the exchange of documents through emails. Summaries of the Management Committee's meetings are posted on the restricted part of the ATT website for access by States Parties throughout the year.

MANAGEMENT COMMITTEE DELIVERABLES AND ACTIVITIES

10. In the reporting period, the Management Committee held a total of six (6) formal meetings in Geneva, Switzerland.
11. In execution of its mandate, the Management Committee undertook the following activities:
 - a. Developed its programme of work for the year, which included specific tasks assigned to the Management Committee by CSP3.
 - b. Oversaw the calculation and allocation of uncommitted funds according to the decision of CSP3.
 - c. Provided oversight over the process for the issuance of invoices in October 2017 to States for financial contributions towards the ATT 2018 budget as adopted by CSP3.
 - d. Provided oversight over all stages of the ATT Secretariat's IT improvement project i.e. the announcement of tender, evaluation of tenders, selection of suitable service provider, setting up of contractual arrangements and implementation of the project.
 - e. Developed a detailed proposal submitted to the informal preparatory process of CSP4 and to CSP4 on the review of arrangements for the ATT Sponsorship Programme.
 - f. Pursuant to the CSP3 decision, developed a detailed proposal submitted to the informal preparatory process of CSP4 and to CSP4 itself on possible measures to address the problem of unpaid financial contributions.
 - g. Provided guidance on the process for the notification of States of their outstanding assessed financial contributions in March 2018.
 - h. Conducted regular oversight of ATT finances in terms of income and expenditure.
 - i. Pursuant to Rule 4 (1) of the ATT Financial Rules and Section 10 of its own Terms of Reference, the Management Committee reviewed the 2019 budget estimates for the ATT Secretariat and CSP5 and provided oversight over the general financial management in the ATT Secretariat.

- j. Pursuant to the CSP3 decision, the Management Committee worked jointly with the ATT Secretariat and the VTF Selection Committee in identifying a workable solution to strengthen the ATT Secretariat's capacity to administer the Voluntary Trust Fund. The proposed workable solution for the VTF administration was adopted by States Parties via silence procedure in April 2018 for immediate implementation by the ATT Secretariat.

BUDGETARY IMPLICATIONS

12. In the execution of its mandated functions in the period under review, the Management Committee did not incur any financial expenditure to be carried by the ATT budget.
