

**Arms Trade Treaty Voluntary Trust Fund**

**FINAL REPORT**

Permanent Secretariat of the High Authority for the Control  
of Imports of Weapons and their Use (HACIAU)

**Project No.:** ATT.VTF.G2018.007BFA

01 April 2019

## Arms Trade Treaty Voluntary Trust Fund - Final Report

Project number	ATT.VTF.G2018.007BFA
Grantee name	Permanent Secretariat of the High Authority for the Control of Imports of Weapons and their Use (HACIAU)
Project title	Awareness and Capacity Building Workshops for Effective Implementation of the ATT
Grant Amount	USD\$ 73,013.00
Final Report submission date	01 April 2019
Period covered under this report (MM/DD/YY – MM/DD/YY)	01 December 2018-31 January 2019

1. Project activities and outcomes

a. Describe the project outcomes

The project has made gunsmiths aware of the obligations contained in the ATT, including risk assessment, prohibitions, the requirement of CDFs and CUF, the need for transfer registers, their role in the transfer system.

Private security companies, defense and security forces, parliamentarians and civil society were also sensitized on the main provisions of the ATT, the respective roles of each in the implementation of the ATT.

Lastly, the project helped to strengthen the capacity of customs officers as regards import documents (which are CDFs and CUFs) and provisions on transit and transshipment; As a result, justice actors have been strengthened in their ability to apply the provisions of the ATT.

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

Since the ratification of the ATT by Burkina Faso on 03 June 2014, several actions have been undertaken for its effective implementation. However, these actions were limited in view of the diversity of actors involved in the weapons issue. The project has allowed us to meet all these actors and raise awareness for some, and train them for others to the provisions of the ATT and the obligations they contain.

c List all States that benefitted from the project.

Outside Burkina Faso, it is the international organizations that have helped Burkina Faso with their expertise, particularly the GRIP, the CAR NGO, the ATT Secretariat and UNREC. The only country that benefitted from the project being Madagascar.

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?

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

The project is highly relevant and adapted to Burkina Faso's priorities and policies for a number of reasons. Indeed, sensitizing all actors involved in the issue of weapons is one of the priorities of the government in view of the national situation marked by the context of terrorism and attacks by non-state armed groups. Also, for the defense of the national territory, the defense and security forces must respect the questions of human rights and international humanitarian law. So the project is also part of this governmental dynamic.

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 project achieved its objectives in that all the planned activities were carried out with flying colors. The evaluation made among the various participants revealed a general satisfaction.

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:

With the exception of the second activity, which had a delayed date due to the financial release, the project achieved its objectives with the budget allocated even if no can note some difficulties related to the weakness of certain items including hotel expenses which are well below average, catering costs for non-resident participants that were inadequate, and fees for insignificant



national experts.

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).

The project has had positive impacts on several levels:

- Public administration officials have seen their capacity strengthened and are now able to identify issues of the ATT;
- The gunsmiths were made aware of the texts in force in Burkina Faso on arms and the ATT;
- The parliamentarians were equipped on the provisions of the ATT, it will allow the vote of the domestication law of the ATT.

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:

The project is part of a certain sustainability in that:

- Gunsmiths now know the ATT and its obligations. They will now carry out their activities according to the guidelines of the Treaty;
- The bill to be voted on soon was widely shared by all participants in both activities. They appropriated the said project that will be implemented once voted by the parliamentarian who has been widely sensitized on the issue.

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?

The High Authority for the Control of Imports of Weapons and their Utilization has now included in its program of activities each year, sensitization and capacity building activities for actors involved in the problem of weapons. Similarly, the experience gained by Burkina Faso is shared with other countries that request it. For example, Burkina Faso shared its experience with Madagascar, Benin, Senegal in particular on the national control list and the draft law implementing ATT in Burkina Faso. This in the sense of South-South cooperation.



## Certification

For the purposes of this certification:

Grantee means, **the Permanent Secretariat of the High Authority for the Control of Imports of Weapons and their Use** ;

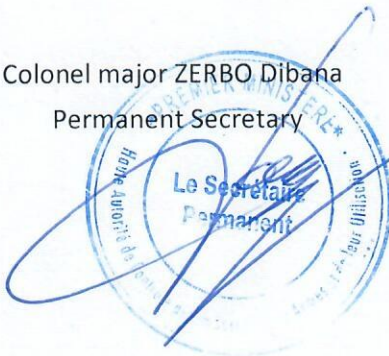
Consultant means Claudio Gramizzi, international expert, Conflict Armament Research (CAR) ;

I, colonel major ZERBO Dibana, Permanent Secretary of the High Authority for the Control of Imports of Weapons and Their Use, 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 1965 dollars US ;
- 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.

Colonel major ZERBO Dibana  
Permanent Secretary

25/03/2019





## Certification

For the purposes of this certification:

Grantee means, **the Permanent Secretariat of the High Authority for the Control of Imports of Weapons and their Use ;**

Consultant means Dr BOTRE Alain Dable, international expert, UNREC ;

I, colonel major ZERBO Dibana, Permanent Secretary of the High Authority for the Control of Imports of Weapons and Their Use, 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 3930 dollars US (for two activities) ;
- 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 ;
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Colonel major ZERBO Dibana  
Permanent Secretary

25/03/2019





## Certification

For the purposes of this certification:

Grantee means, **the Permanent Secretariat of the High Authority for the Control of Imports of Weapons and their Use ;**

Consultant means Denis JACQMIN, international expert, GRIP ;

I, colonel major ZERBO Dibana, Permanent Secretary of the High Authority for the Control of Imports of Weapons and Their Use, 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 1965 dollars US ;
- 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;
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- 6) All the information I have provided to the ATT Secretariat (including the contents of this declaration) is complete, true and correct ;
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Colonel major ZERBO Dibana  
Permanent Secretary

25/03/2019





## Certification

For the purposes of this certification:

Grantee means, **the Permanent Secretariat of the High Authority for the Control of Imports of Weapons and their Use ;**

Consultant means Rarasoa Ralaialomady Fils Ramamonjisoa, Director of Military Information and Communication of Madagascar, international expert;

I, colonel major ZERBO Dibana, Permanent Secretary of the High Authority for the Control of Imports of Weapons and Their Use, being a person duly authorised by the Grantee hereby certify that :

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- 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.

Colonel major ZERBO Dibana  
Permanent Secretary

25/03/2019





## Certification

For the purposes of this certification:

Grantee means, **the Permanent Secretariat of the High Authority for the Control of Imports of Weapons and their Use ;**

Consultant means M. PAROU Geoffroy, national expert, Director of International Relations and Legislation at Permanent Secretariat of the High Authority for the Control of Imports of Weapons and their Use;

I, colonel major ZERBO Dibana, Permanent Secretary of the High Authority for the Control of Imports of Weapons and Their Use, 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 400 dollars US (for two activities) ;
- 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;
  
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Colonel major ZERBO Dibana  
Permanent Secretary

25/03/2019





## Certification

For the purposes of this certification:

Grantee means, **the Permanent Secretariat of the High Authority for the Control of Imports of Weapons and their Use ;**

Consultant means M. HIEN Gérard, national expert, Director of Regulation of the Ministry of Security;

I, colonel major ZERBO Dibana, Permanent Secretary of the High Authority for the Control of Imports of Weapons and Their Use, 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 200 dollars US ;
- 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;
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Colonel major ZERBO Dibana  
Permanent Secretary

25/03/2019





## Certification

For the purposes of this certification:

Grantee means, **the Permanent Secretariat of the High Authority for the Control of Imports of Weapons and their Use ;**

Consultant means Mrs Regina OUATTARA, national expert, Director of Communications and Outreach to the National Commission to Combat the Proliferation of Small Arms and Light Weapons (CNLPAL) ;

I, colonel major ZERBO Dibana, Permanent Secretary of the High Authority for the Control of Imports of Weapons and Their Use, being a person duly authorised by the Grantee hereby certify that :

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Colonel major ZERBO Dibana  
Permanent Secretary

25/03/2019





## Certification

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Grantee means, **the Permanent Secretariat of the High Authority for the Control of Imports of Weapons and their Use ;**

Consultant means colonel major ZERBO Dibana, national expert, Permanent Secretary of the High Authority for the Control of Imports of Weapons and Their Use;

I, colonel major ZERBO Dibana, Permanent Secretary of the High Authority for the Control of Imports of Weapons and Their Use, being a person duly authorised by the Grantee hereby certify that :

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Colonel major ZERBO Dibana  
Permanent Secretary



25/03/2019



Burkina Faso  
Permanent Secretariat of  
12/04/2019

**INSTRUCTIONS**  
1) Complete all pink fields only.  
2) Print, sign, scan, and email expenditure report to: [trustfund@theafrustrade treaty.org](mailto:trustfund@theafrustrade treaty.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

**ATT Final Expenditure Report**

Accounting Data		Description 1		Description 2 - Receipt or Invoice No. - Date*		Total budget	Actual spend to date**		Balance of budget available	Balance of funds received	
Col	Balance Ac et	Ref. N°	Hide			USD	Local Amount	Rate	USD	USD	
		1	Works hop 1	Workshop 1 - 3 x national experts x 1 day each	décharge S/N du 26 octobre 2018	600,00	300 000,00	0,0017	538	62,00	67 364,00
		2	Works	Workshop 1 - 3 x international experts x 3 days each	décharge S/N du 26 octobre 2018	3 930,00	1 965 000,00	0,0017	5 292	-1 362,00	62 072,00
		3	Works hop 2	Workshop 2 - 3 x national experts x 1 day each	décharge S/N du 11 janvier 2019	600,00	300 000,00	0,0017	538	62,00	61 534,00
		4	Works	Workshop 2 - 3 x international experts x 3 days each	décharge S/N du 11 janvier 2019	5 895,00	2 947 500,00	0,0017	5 070	825,30	56 464,30
		5	Works	Workshop 1 - international experts return airline tickets	facture n°020/PT/2017 du 25 octobre 2018	3 000,00	1 500 000,00	0,0017	4 039	-1 039,00	52 425,30
		6	Works	Workshop 1 - accommodation for international experts (Ouagadougou)(3 pax x 4 nights)	facture n°0533/PH/2017 du 26 octobre 2018	1 408,00	704 000,00	0,0017	1 211	197,12	51 214,42
		7	Works hop 1	Workshop 1 - dinner for international experts (3 pax x 4 nights)	décharge S/N du 26 octobre 2018	160,00	80 000,00	0,0017	138	22,40	51 076,82
		8	Works hop 1	Workshop 1 - accommodation for non residents (Ouagadougou)(40 pax x 4 nights)	facture n°0537/PH/2017 du 26 octobre 2018	9 600,00	4 800 000,00	0,0017	8 256	1 344,00	42 820,82
		9	Works hop 1	Workshop 1 - dinner for non resident participants (40 pax x 4 nights)	facture n°0538/PH/2017 du 26 octobre 2018	3 200,00	1 600 000,00	0,0017	2 752	448,00	40 068,82
		10	Works hop 1	Workshop 1 - transport of non-resident national participants (MAX 40 USD)	attestation de service fait n°009/PM/HAC/AN du 26-10-2018	1 600,00	800 000,00	0,0017	1 376	224,00	38 692,82
		11	Works hop 2	Workshop 2 - international experts return airline tickets	facture n°6455 du 06 janvier 2019	5 458,00	3 001 900,00	0,0017	5 163	294,73	33 529,55
		12	Works hop 2	Workshop 2 - accommodation for international experts (Bobo-Dioulasso)(3 pax x 4 nights)	facture n°0033/PH/2019 du 12 janvier 2019	804,00	1 056 000,00	0,0017	1 816	-1 012,32	31 713,23
		13	Works hop 2	Workshop 2 - dinner for international experts (3 pax x 4 nights)	facture n°0034/PH/2019 du 12 janvier 2019	240,00	120 000,00	0,0017	206	33,60	31 506,83
		14	Works hop 2	Workshop 2 - accommodation for non residents (Bobo-Dioulasso) (40 x 4 nights)	facture n°0035/PH/2019 du 12 janvier 2019	9 600,00	4 800 000,00	0,0017	8 256	1 344,00	23 250,83
		15	Works hop 2	Workshop 2 - dinner for non resident participants (40 pax x 4 nights)	facture n°0036/PH/2019 du 12 janvier 2019	3 200,00	1 600 000,00	0,0017	2 752	448,00	20 498,83
		16	Works hop 2	Workshop 2 - transport of non-resident national participants (MAX 40 USD)	attestation de service fait S/N du 11 janvier 2019	1 600,00	800 000,00	0,0017	1 376	224,00	19 122,83
		17	Works laptop	laptop	facture n°0078 du 23 octobre 2018	500,00	250 000,00	0,0017	430	70,00	18 692,83
		18	USB flash	USB flash drives (60 pax x 2 workshops)	facture n°0080 du 23 octobre 2018	600,00	300 000,00	0,0017	516	84,00	18 176,83
		19		Workshop 1 - room rental for the workshops (3 days)	facture n°0534/PH/2017 du 26 octobre 2018	1 200,00	600 000,00	0,0017	1 032	168,00	17 144,83
		20	Works hop 1	Workshop 1 - coffee break (70 pax (60 participants, 6 x consultants, 4 x staff) x 2 coffee breaks x 3 days)	facture n°0539/PH/2017 du 26 octobre 2018	2 100,00	1 050 000,00	0,0017	1 806	294,00	15 338,83

Project No. ATT-VTF-G2018-0078FA  
Reporting period 1.08.2018 to 30.11.2018  
Local Currency Code XOF  
Grant Received USD (1st instalment) 67 902,00

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



21	Workshop 1 - lunch (70 pak (60 participants, 6 x consultants, 4 x staff) x 3 days)	facture n°0535/PH/2017 du 26 octobre 2018	4 200,00	2 100 000,00	0,0017	3 612	588,00	11 726,83
22	Workshop 2 - room rental for the workshops (3 days)	facture n°0037/PH/2019 du 12 janvier 2019	1 200,00	600 000,00	0,0017	1 032	168,00	10 694,83
23	Workshop 2 - coffee break (70 pak (60 participants, 6 x consultants, 4 x staff) x 2 coffee breaks x 3 days)	facture n°0038/PH/2019 du 12 janvier 2019	2 100,00	1 050 000,00	0,0017	1 806	294,00	8 888,83
24	Workshop 2 - lunch (70 pak (60 participants, 6 x consultants, 4 x staff) x 3 days)	facture n°0039/PH/2019 du 12 janvier 2019	4 200,00	2 100 000,00	0,0017	3 612	588,00	5 276,83
25	Indirect support costs	facture n°0082 du 23 octobre 2018			0,0017	-	-	5 276,83
26	Workshop 2 - accommodation for international experts (Bobo-Dioulasso)(1 pak x 4 nights)	facture n°0039/PH/2019 du 12 janvier 2019	704,00	352 000,00	0,0017	605	98,56	4 671,39
27	Workshop 2 USB flash drives (60 pak x 1 workshops)	facture n°0089 du 12 janvier 2019	600,00	300 000,00	0,0017	516	84,00	4 155,39
28	Workshop 2 - indirect support costs	facture n°0088/2019 du 08 janvier 2019			0,0017	-	-	4 155,39
29	Workshop 2 - international experts visa fee	visa S/N - passport n°X1191618 du 26-08-2014	107,51	53 755,00	0,0017	92	15,51	4 063,39
30	Workshop 2 - international expert - telephone calls for coordination	recu S/N	26,67	13 335,00	0,0017	23	3,73	4 040,45
31	Workshop 2 - international expert- anti malaria medication	recu S/N du 07 decembre 2018	31,20	15 600,00	0,0017	27	4,37	4 013,62
32	Workshop 2 - international expert- snack airport abidjan	recu électronique S/N du 10-01-2019	8,06	4 030,00	0,0017	8	0,11	4 005,67
33	Workshop 2 - international expert- return airline tickets	facture n°2019-0072656 du 06-01-2019	2 372,29	1 186 145,00	0,0017	2 040	332,12	1 965,50
34	Workshop 2 -international expert- credit card fee flight reservation	sans facture	41,53	20 765,00	0,0017	36	5,81	1 929,78
39	Indirect support costs		4 962,00		1,0000	4 618	344,00	-2 688,22
40			75 848	36 370 030	0,0017	70 590	-	-2 688,22

Signature: Colonel Major ZERBO DIANE R. MILY S. S. S.  
Commandeur de l'Office National

Date: 06-mars-19

Head of ATT Secretariat's Signature: [Signature]  
17/06/19



Date: 17-06-2019

**RECONCILIATION**

STATE ATT.VTF.G2018.007BFA

2018

Description	Total budget USD	Actual spend (Interim Report) USD	Actual spend (Final Report) USD	Actual spend (Total) USD	Balance of budget available USD	Balance of funds received USD	% of over- or under- spend
<b>Workshop 1</b>							
Personnel	6 495	5 830	5 608	5 830	665	62 072	90%
Travel Costs	21 252	17 771	22 402	17 771	3 481	50 131	84%
Equipment Costs	1 100	946	516	946	154	66 956	86%
Operational Costs	7 500	6 450	6 450	6 450	1 050	61 452	86%
<b>Workshop 2</b>							
Personnel	6 495		5 608	5 608	887	62 294	86%
Travel Costs	19 944		22 402	22 402	-2 458	45 500	112%
Equipment Costs	600		516	516	84	67 386	86%
Operational Costs	7 500		6 450	6 450	1 050	61 452	86%
<b>Total Direct Costs</b>	<b>70 886</b>	<b>30 997</b>	<b>34 975</b>	<b>65 972</b>	<b>4 914</b>	<b>1 930</b>	<b>93%</b>
<b>Total Indirect Support Costs (up to 7%)</b>	<b>4 962</b>	<b>2 170</b>	<b>2 448</b>	<b>4 618</b>		<b>63 284</b>	
<b>Total Indirect Support Costs (up to 7%)</b>	<b>75 848</b>	<b>33 166</b>	<b>37 423</b>	<b>70 590</b>	<b>5 258</b>	<b>2 688</b>	<b>93%</b>

Amount of 1st installment  
Amount of 2nd installment  
Amount of 3rd installment  
Balance owing

36 506  
31 396  
2 688  
-



*[Handwritten signature]*  
17/05/2019



