Arms Trade Treaty Voluntary Trust Fund

FINAL REPORT

Costa Rica

Ministry of Foreign Affairs and Worship

Project No.: ATT.VTF.G2021.011CRI

30 April 2023

Arms Trade Treaty Voluntary Trust Fund - Final Report

Project Number	ATT.VTF.G2021.011CRI
Grantee name	Costa Rica
Project title	Digital platform of the Costa Rican control system of conventional arms transfers
Grant Amount	USD 100,000
Final Report submission date	30 April 2023
Period covered under this report (MM/DD/YY – MM/DD/YY)	01 January 2022 to 30 April 2023

1. Project activities and outcomes

a Describe the project outcomes.

1. The development of the TRACAR platform contributes to the national fulfillment of the objective of establishing an international regime for the control of conventional arms transfers, eliminating their illicit trafficking and preventing their diversion in order to contribute to peace, security and stability, reduce human suffering, promote cooperation, transparency and responsible action by States in the international arms trade.

2. The platform developed allows for the exchange and transmission of information between the Executive Secretariat, the Governing Body, the Evaluation and Verification Committee and the Technical Unit, thus achieving more efficient interagency communication, since all these government entities contribute/competent/ and are responsible for licensing and risk analysis of international conventional arms transfers in Costa Rica.

3. The work carried out has resulted in the creation of a platform that functions as a repository of all import applications, both those in process and those concluded (processed), as well as authorizations and denials. In addition, in the case of requests for temporary imports and exports, a report is generated that compiles the information on each procedure.

4. This platform allows to concentrate the basic information for the presentation of the annual transfer report, which Costa Rica is obliged to submit to the ATT Secretariat.

5. Among the functions that the platform allows to perform are:
   a. Enter the information of each previous request (coming from the ControlPas platform under the responsibility of the Ministry of Public Security) of international transfers according to the ATT, as well as any other additional element.
   b. Provide users with access to files in real time.
   c. Generate reminders and alerts through notifications that each user (depending on the assigned role) will receive by e-mail and on the platform.
   d. Depending on the role assigned, there will be a space for interaction between the Technical Secretariat and the Evaluation and Verification Committee.

6. The development of the platform strengthens the broad strategies for the efficiency of public processes and the digitization of public administration in order to enhance the exercise of rights.

7. As a result, through this platform, the role of Costa Rica as an emerging digital power and the participation of public educational institutions is made visible, to support the country as a growing digital hub. Involving a recognized public educational institution in the project

has made it possible to project abroad the important training work of the Tecnológico de Costa Rica, by incorporating students in issues of security, peace and human rights, and to train talent in the field of engineering in non-traditional issues of sustainable development.

8. Audiovisual material explaining the different functionalities of the platform is provided for the Administrative, Technical Secretariat, Governing Body, Evaluation and Verification Committee and Technical Unit roles. This allows any person without knowledge and assistance to use this material at any time they wish and serves as an input to broaden their knowledge and finally, to fulfill the assigned tasks.

9. With the use of the platform, it is expected that the National Control System will be more efficient in order to advance in several essential related measures. In order to achieve these objectives, it is essential to have an agile and secure mechanism for the coordination and exchange of information to and from the national authority.

10. The Government of Costa Rica expects the following institutions to benefit from the project as users: primarily the Ministry of the Presidency (Office of the Minister, Directorate of Intelligence and National Security, as well as the Directorate - Special Intervention Unit-), the Ministry of Foreign Affairs and Worship (Office of the Minister, Directorate of Foreign Policy, Directorate of Legal Affairs), the Ministry of Public Security (Office of the Minister, Directorate General of Armament), and indirectly the Ministry of Finance (Directorate General of Customs, Tax Control Police, Digital Finance) and the three instances of the Judicial Branch. In addition, society as a whole and the country will benefit from the operationalization ("performance") of the national control system and the implementation of the provisions of the Arms Trade Treaty.

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

The project has served to contribute to the fulfillment of the objective of the Arms Trade Treaty, which seeks to establish the strictest possible common international standards to regulate or improve the regulation of the international trade in conventional arms, as well as to prevent and eliminate the illicit trade in conventional arms and prevent their diversion, in order to contribute to regional and international peace, security and stability, reduce human suffering and promote cooperation, transparency and responsible action by the States Parties in the international trade in conventional arms.

Having a single digital platform ensures the standardized operation of the National Control System, structured in accordance with the provisions of the Treaty to improve national measures to regulate international transfers of conventional arms and to prevent and eradicate illicit trafficking in conventional arms and prevent their diversion.

c List all States that benefited from the project.

1- Costa Rica

d   Were all the project activities as specified in the Project Schedule (see Annex G) completed?

   Yes   **X**   No   ☐

If no, explain why and describe any problems, constraints and difficulties experienced in implementing the project.

1. Difficulties in obtaining documentation and establishing an overview of the specific requirements of the project: this is due to the fact that the institutions interested in the development of this platform had delays in completing and sending the information requested. This was due to a situation categorized as an "emergency" at the national level, which was a series of cyber-attacks that affected the critical infrastructure of the information systems of some of these institutions and therefore required full attention to this situation. This generated a significant delay due to the lack of substantive information necessary to define the requirements, and also made it difficult to provide spaces for consultations due to problems in coordinating agendas and availability.

2. Current situation due to the change of Costa Rican government and institutional authorities: on May 8, 2022, the transfer of power in the Republic of Costa Rica took place, with the arrival of Dr. Rodrigo Chaves Robles as President of the Republic, the transition to a government administered by a new political party meant that the authorities of the institutions involved were occupied by new professionals. This generated delays due to the fact that the importance, objectives and impact that this project will generate both nationally and globally had to be explained once again. In addition, it was of utmost importance to provide a space to know the interest and needs of the new authorities in this project.

3. Changes requested to the technical team at different stages of the platform development: With the change of the Government of Costa Rica and in turn of the authorities of the institutions, additional requests and changes not planned at the beginning of the project were generated during the progress, which resulted in 3 versions of the TRACAR platform being generated and some additional requirements not contemplated had to be postponed to a next stage.

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). **Proceeded as requested.**

What recommendations would you make in this regard?

Due to the fact that the additional requirements requested during the development of the platform by the different members of the National Control System could not be completed, since they were not contemplated at the beginning of the project, it is recommended to request a second project for 2024 to the ATTs Voluntary Trust Fund to develop and adjust as a version 2 of the digital platform that includes the following functionalities: a connection with the Vuce2 platform that allows the creation of traffic reports, functionality to download reports in PDF format and make changes in the order of the report management process.

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
☐	☐	☐	☐	**X**

Explain your answer:

The project is very relevant at the national level, because from the development of TRACAR it will be possible to regulate more efficiently at the interagency level the trade in conventional arms and their diversion to the illicit market.

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
☐	☐	☐	**X**	☐

Explain your answer:

The project was accomplished by developing a platform that functions as a space for interaction, collaboration, and information exchange between the entities responsible for the operation of the National Control System.

Additionally, this platform contributes to the fulfillment of the objective of the Arms Trade Treaty (ATT) that seeks to establish an international regime to control the transfer of conventional arms, eliminate their illicit trafficking and prevent their diversion in order to contribute to peace, security and stability, reduce human suffering, promote cooperation, transparency and responsible action by States in the international arms trade.

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
☐	☐	☐	X	☐

Explain your answer:

Regarding the management of the budget granted, it is considered that the administration was good, despite the fact that a budget redistribution had to be requested that would allow the extension of the term of completion of the project.

The request for extension to the completion date was requested due to the situations stated in point "D" of this document, which are external and could not be controlled by the technical team of the Tecnológico de Costa Rica, however, despite these difficulties, a way was sought to limit the economic resources to extend the project, in order that the established tasks could be fulfilled and have a functional platform.

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).

Costa Rica now has a platform that allows it to correctly manage the conventional arms trade, facilitating coordination between the entities responsible for the management and operation of the procedures, for which reason the platform is considered to have a great impact.

The impact of this project at the national and international level is extremely important, since it represents an affordable solution to achieve the operation of the arms transfer control system, in which a diversity of entities participate, in which, by their nature and their legal attributions, it is vital to standardize management procedures. The operation of the transfer control system will lead to a national, multidimensional and inter-institutional strategy. It will also contribute to the digitization of government operations, improve communication with reporting entities, and obtain information that allows building evidence to promote future informed decision-making.

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
☐	☐	☐	X	☐

Explain your answer:

The project has great sustainability, because it was developed with current technologies frequently used worldwide for web development.

The maintenance of this platform is not expensive, because most of the tools used for its development are open source, which means that they can be downloaded, generally for free, through the Internet, however, there are other tools which are paid, being the monthly amount very low. The Tecnológico de Costa Rica will maintain and secure the platform during the first year of use, after which, it must be determined which institution will be in charge of providing the respective maintenance.

With this project, it contributes to the fulfillment of the objective of the ATT, however, an update of the version delivered on 02-28-23 will be required to include additional functionalities.

The benefits of the project once completed will continue to be reflected, since this platform will be used constantly by the different entities that make up the Control System at the national level. If the platform is actually used, it is guaranteed that the objectives and positive impacts of this development project will remain for a long time after its completion date.

a   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?

On the basis of the existing legal framework and ordinances, after a long consultation process, the Government of Costa Rica in conjunction with the ITCR experts developed the digital platform, named TRACAR, as a space for interaction, collaboration and exchange of information between institutions responsible for the operation of the National Control System, with special focus on firearms imports licensing, record keeping and transparency obligations.

Nevertheless, in line and as a result of the different consultations during the project, technical and high level authorities come to the conclusion that the Government (mainly the Presidency, Foreign Affairs, Public Security and Commerce) may start discussions promptly to explore interoperability among the existing digital platforms with a broad approach of strategic trade controls. Regulation on the domestic arms market must be integrated in a broad national strategy for national security and sustainable development. A digital transformation framework is needed to keep institutions involved in arms control aligned to the overall vision of the national strategy and capable of incorporating shared value for that national strategies. This exercise regarding a digital transformation framework may be the first foundation stone towards a substantive strategic trade control policy, integrating national efforts implementing the Chemical Weapons Convention,

Biological Weapons Conventional, UNSCR 1540, among others.

It is worth mentioning that as a result of the discussions within the different project stakeholders and the consultant, it is expected to have, as an outcome of the project, a comprehensive report about the state of play of the Costa Rican legal and policy framework regarding the national control system. The report addresses especially the question of the existing ControlPas digital platform, analyses its opportunities and constraints and discusses recommendations aimed at strengthening its capacity to better support national implementation of ATT and other international and regional instruments.

The most important element of digital transformation is not the technology itself, but the transformation of practices. TRACAR requires licensing officials to change dynamics to virtually new tasks and collaborative decision making with associated government institutions involved in the license review process. Embracing digital transformation requires that institutions and officials challenge the status quo and exchange information for interagency coordination and transparency. Experimentation and willingness to fail and self- diagnosis are essential for adopting the digital mindset. In this regard, an as an international projection in pursuant to the arms trade global responsible regime and SDGs, Costa Rica will be honor to share regionally and to the rest of the world how with few resources, strategic alliances (mainly with the Academy) and international cooperation, it is possible today to have a purely developed national tool.

1. Final expenditure report

Please complete the Worksheet titled 'input' in the VTF Expenditure Template – Final Report (Costa Rica) in Attachment 2. **Proceeded as requested.**

2. Certification

Please complete a separate certification for each consultant engaged to undertake the project activities that have been implemented. **Proceeded as requested.**

For the purposes of this certification:

Grantee means Ministry of Foreign Affairs and Worship.

Consultant means Gemma Katya Cortés Martínez

I **Marcela Zamora Ovares** being a person duly authorized 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 11 793,17 USD.

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 ~~Marcela Zamora Ovares~~   Date: **30-04-2023**

MA, Project Coordinator

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.

ATT FINAL EXPENDITURE REPORT

	Costa Rica
ne of Grant Recipient	Ministry of Foreign
artment or Agency	
ting Date	
Project code	622021

Project No.	ATT.VTF.G2021.011CRI
Reporting period	01 Jan 2022 - 30 April 2023
Local Currency Code	CRC
Grant Received USD (1st inst	50000
Grant Received USD (2nd inst	43000

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
	7	Senior Industrial Designer (10 hours per week)	ACT-EXT-002-2022 (Tes: TRE-9182). Date: 24/1/2022 (See: Annex3) ACT-EXT-005-2022 (Tes: TRE-9286). Date: 15/2/2022 (See: Annex4) ACT-EXT-007-2022 (Tes: TRE-9418). Date: 15/3/2022 (See: Annex5) ACT-EXT-011-2022 (Tes: TRE-9636). Date: 18/4/2022 (See: Annex6) ACT-EXT-015-2022 (Tes: TRE-9784). Date: 11/5/2022 (See: Annex7) ACT-EXT-019-2022 (Tes: TRE-9925). Date: 06/6/2022 (See: Annex8) ACT-EXT-025-2022 (Tes: TRE-10049). Date: 18/7/2022 (See: Annex9) ACT-EXT-028-2022 (Tes: TRE-10204). Date: 03/8/2022 (See: Annex10) ACT-EXT-036-2022 (Tes: TRE-10431) Date: 06/9/2022 (See: Annex11) ACT-EXT-045-2022 (Tes: TRE-10619) Date: 03/10/2022 (See: Annex12) ACT-EXT-052-2022 (Tes: TRE-10795) Date: 04/11/2022 (See: Annex13) ACT-EXT-058-2022 (Tes: TRE-10867) Date: 01/12/2022 (See: Anne14) ACT-EXT-002-2023 (Tes: TRE-11007) Date: 16/1/2023 (See: Annex15) ACT-EXT-007-2023 (Tes: TRE-2226) Date: 20/2/2023 (See: Annex16)	3 710,00	2 400 000,00	0,0015	3 696,00	14,00	89 304,00
	8	Senior Programmer1 (40 hours per week)	ACT-EXT-001-2022 (Tes: TRE-9182). Date: 11/1/2022 (See: Annex17) ACT-EXT-004-2022 (Tes: TRM-2402202202). Date: 15/2/2022 (See: Annex18) ACT-EXT-006-2022 (Tes: TRM-406400865). Date: 15/3/2022 (See: Annex19) ACT-EXT-010-2022 (Tes: TRE-4939). Date: 18/4/2022 (See: Annex20) ACT-EXT-014-2022 (Tes: TRM-406402661-1). Date: 11/5/2022 (See: Annex21) Boleta de pago IQ JUNIO María Paula Chaves. Date: 15/6/2022 (See: Annex22) Boleta de pago IIQ JUNIO María Paula Chaves. Date: 30/6/2022 (See: Annex23) Boleta de pago IIQ JULIO María Paula Chaves. Date: 13/7/2022 (See: Annex24) Boleta de pago IIQ JULIO María Paula Chaves. Date: 28/7/2022 (See: Annex25) Boleta de pago IIQ AGOSTO María Paula Chaves. Date: 12/8/2022 (See: Annex26) Boleta de pago IIQ AGOSTO María Paula Chaves. Date: 29/8/2022 (See: Annex27) Boleta de pago IQ SETIEMBRE María Paula Chaves. Date: 14/9/2022 (See: Annex28) Boleta de pago IIQ SETIEMBRE María Paula Chaves. Date: 29/9/2022 (See: Annex29) Boleta de pago IQ OCTUBRE María Paula Chaves. Date: 14/10/2022 (See: Annex30) Boleta de pago IIQ OCTUBRE María Paula Chaves. Date: 28/10/2022 (See: Annex31) Boleta de pago IQ NOVIEMBRE María Paula Chaves. Date: 14/11/2022 (See: Annex32) Boleta de pago IIQ NOVIEMBRE María Paula Chaves. Date: 28/11/2022 (See: Annex33) Boleta de pago IQ DICIEMBRE María Paula Chaves. Date: 14/12/2022 (See: Annex34) Boleta de pago IIQ DICIEMBRE María Paula Chaves. Date: 16/12/2022 (See: Annex35) Boleta de pago IIQ ENERO María Paula Chaves. Date: 13/1/2023 (See: Annex36) Boleta de pago IIQ ENERO María Paula Chaves. Date: 30/1/2023 (See: Annex37) Boleta de pago IQ FEBRERO María Paula Chaves. Date: 14/2/2023 (See: Annex38) Boleta de pago IIQ FEBRERO María Paula Chaves. Date: 27/2/2023 (See: Annex39) Payment details Maria Paula Chaves. Date: 28-02-2023 (See: Annex 40) Employer costs FUNDATEC. Date: 11-11-2022 (See: Annex41) Diego Chacón - Invoice N° 00100001010000000018. Date: 16/1/2023 (See: Annex42)	26 124,00	16 900 490,38	0,0015	26 026,76	97,24	63 277,24
	9	Senior Programmer2 (10 hours per week)	Boleta de pago IQ OCTUBRE Marvin Castro Roldan. Date: 14/10/2022 (See:Annex44) Boleta de pago IIQ OCTUBRE Marvin Castro Roldan. Date: 28/10/2022 (See: Annex45) Payment details Marvin Castro Roldan. Date: 28-02-2023 (See: Annex46) Employer costs FUNDATEC. Date: 11-11-2022 (See: Annex41)	4 050,00	2 614 385,89	0,0015	4 026,15	23,85	59 251,09
	10	Junior Programmer 1 (27.5 hours per week)	ACT-EXT-008-2022 (Tes: TRE-9479). Date: 21/3/2022 (See: Annex47) ACT-EXT-012-2022 (Tes: TRE-9634). Date: 18/4/2022 (See: Annex48) ACT-EXT-016-2022 (Tes: TRE-9786). Date: 11/5/2022 (See: Annex49) ACT-EXT-020-2022 (Tes: TRE-9926). Date: 06/6/2022 (See: Annex50) ACT-EXT-026-2022 (Tes: TRE-10056). Date: 18/7/2022 (See: Annex51) ACT-EXT-029-2022 (Tes: TRE-10205). Date: 03/8/2022 (See: Annex52) ACT-EXT-037-2022 (Tes: TRE-10432). Date: 06/9/2022 (See: Annex53) ACT-EXT-046-2022 (Tes: TRE-10617). Date: 03/10/2022 (See: Annex54) ACT-EXT-053-2022 (Tes: TRE-10794). Date: 04/11/2022 (See: Annex55) ACT-EXT-059-2022 (Tes: TRE-10869). Date: 01/12/2022 (See: Annex56) ACT-EXT-003-2023 (Tes: TRE-11006). Date: 16/1/2023 (See: Annex57) ACT-EXT-005-2023 (Tes: TRE--11050). Date: 26/1/2023 (See: Annex58) ACT-EXT-008-2023 (Tes: TRE--11179). Date: 20/2/2023 (See: Annex59)	9 912,00	6 412 500,00	0,0015	9 875,25	36,75	49 375,84
	11	Junior Programmer 2 (15 hours per week)	ACT-EXT-032-2022 (Tes: TRE-10204). Date: 03/8/2023 (See: Annex60) ACT-EXT-039-2022 (Tes: TRE-10431). Date: 06/9/2023 (See: Annex61) ACT-EXT-048-2022 (Tes: TRE-10619). Date: 03/10/2023 (See: Annex62) ACT-EXT-055-2022 (Tes: TRE-10793). Date: 04/11/2022 (See: Annex63) ACT-EXT-061-2022 (Tes: TRE-10867). Date: 01/12/2022 (See: Annex64)	1 865,00	1 200 000,00	0,0015	1 848,00	17,00	47 527,84

	No.	Description	Description 2 - Receipt or Invoice No. - Date						
	12	Teacher Assistant1 (undergraduate) (15 hours per week)	ACT-EXT-033-2022 (Tes: TRE-10204). Date: 03/8/2023 (See: Annex65) ACT-EXT-040-2022 (Tes: TRE-10431). Date: 06/9/2023 (See: Annex66) ACT-EXT-049-2022 (Tes: TRE-10619). Date: 03/10/2023 (See: Annex67) ACT-EXT-056-2022 (Tes: TRE-10795). Date: 04/11/2023 (See: Annex68) ACT-EXT-062-2022 (Tes: TRE-10867). Date: 01/12/2023 (See: Annex69)	1 400,00	900 000,00	0,0015	1 386,00	14,00	46 141,84
	14	Intern, Administrative Support (10 hours per week)	Boleta de Pago IQ MARZO Sarela Gómez. Date: 14/3/2022 (See: Annex70) Boleta de pago IQ ABRIL Sarela Gómez Brenes. Date: 12/4/2022 (See: Annex71) Boleta de Pago IIQ MAYO 2022 Sarela Gómez. Date: 30/5/2022 (See: Annex72) Boleta de Pago IIQ JUNIO Sarela Gómez Brenes. Date: 30/6/2022 (See: Annex73) Boleta de Pago IIQ JULIO Sarela Gómez Brenes. Date: 28/7/2022 (See: Annex74) Boleta de Pago IIQ AGOSTO Sarela Gómez Brenes. Date: 29/8/2022 (See: Annex75) Boleta de Pago IIQ SETIEMBRE Sarela Gómez Brenes. Date: 29/9/2022 (See: Annex76) Boleta de Pago IIQ OCTUBRE Sarela Gómez Brenes. Date: 28/10/2022 (See: Annex77) Boleta de Pago IIQ NOVIEMBRE Sarela Gómez Brenes. Date: 28/11/2022 (See: Annex78) Boleta de Pago IQ DICIEMBRE Sarela Gómez Brenes. Date: 14/12/2022 (See: Annex79) Boleta de Pago IIQ ENERO Sarela Gómez Brenes. Date: 30/01/2023 (See: Annex80) Boleta de Pago IQ FEBRERO Sarela Gómez Brenes. Date: 14/2/2023 (See: Annex81) Payment details Sarela Gómez Brenes. Date: 28-02-2023 (See: Annex82) Employer costs FUNDATEC. Date: 11-11-2022 (See: Annex41)	6 622,00	4 278 086,00	0,0015	6 588,25	33,75	39 553,59
	15	Infrastructure Engineer - Infrastructure design and configuration (5 hours per week)	Diego Chacón - Invoice N° 0010000101000000016. Date: 16/11/2022 (See: Annex83) Diego Chacón - Invoice N° 0010000101000000017. Date: 2/12/2022 (See: Annex84)	1 560,00	1 000 000,00	0,0015	1 540,00	20,00	38 013,59
	16	Junior programmer - Maintenance (10 hours per week)	Raúl Arias - Invoice 00100001010000000091. Date: 16/11/2022 (See: Annex85) Raúl Arias - Invoice 00100001010000000092. Date: 6/12/2022(See: Annex86)	1 530,00	976 000,00	0,0015	1 503,04	26,96	36 510,55
	17	Senior Industrial design - Maintenance (10 hours per week)	ACT-EXT-009-2022 (Tes: TRE-9636). Date: 18/4/2022 (See: Annex87) ACT-EXT-013-2022 (Tes: TRE-9785). Date: 11/5/2022 (See: Annex88) ACT-EXT-018-2022 (Tes: TRE-9925). Date: 06/6/2022 (See: Annex89) ACT-EXT-024-2022 (Tes: TRE-10049). Date: 18/7/2022 (See: Annex90) ACT-EXT-027-2022 (Tes: TRE-10204). Date: 03/8/2022 (See: Annex91) ACT-EXT-035-2022 (Tes: TRE-10430). Date: 06/9/2022 (See: Annex92) ACT-EXT-044-2022 (Tes: TRE-10614). Date: 03/10/2022 (See: Annex93) ACT-EXT-051-2022 (Tes: TRE-10795). Date: 04/11/2022 (See: Annex94) ACT-EXT-057-2022 (Tes: TRE-10867). Date: 01/12/2022 (See: Annex95) ACT-EXT-001-2023 (Tes: TRE-11007). Date: 16/1/2023 (See: Annex96) ACT-EXT-006-2023 (Tes: TRE-2226). Date: 20/2/2023 (See: Annex97)	3 157,00	2 040 000,00	0,0015	3 141,60	15,40	33 368,95
	18	Infrastructure monitoring - Maintenance (15 hours per week)	ACT-EXT-031-2022 (Tes: TRE-10205). Date: 03/8/2022 (See: Annex98) ACT-EXT-038-2022 (Tes: TRE-10432). Date: 06/9/2022 (See: Annex99) ACT-EXT-047-2022 (Tes: TRE-10617). Date: 03/10/2022 (See: Annex100) ACT-EXT-054-2022 (Tes: TRE-10794). Date: 04/11/2022 (See: Annex101) ACT-EXT-060-2022 (Tes: TRE-10869). Date: 01/12/2022 (See: Annex102)	1 865,00	1 200 000,00	0,0015	1 848,00	17,00	31 520,95
	19	International consultant	FC-50621022200300608731500100001080000000093141070164. Date: 21-02-2022 (See: Annex103) Factura febrero KCortés Martínez. Date: 01-02-2022. (See: Annex104) 66299939 Bank for international transfer. Date: 10/2/2022 (See: Annex105) Factura abril KCortés Martínez. Date: 30/4/2023. (See: Annex114)	19 280,00	7 657 900,00	0,0015	11 793,17	7 486,83	19 727,78
Equipment costs	20	Cloud infrastructure services (host server, sotfware licences, etc)	ACT_EXT-001-2022 Google Drive Services. Date: 20/1/2022 (See: Annex106) SP-ACT-EXT-001-2023 Diego Chacón Rojas (TRM-406408708). Date: 11/01/2023 (See: Annex107) ACT_EXT-001-2023 Servicios de Google Cloud (Tes: TRM-29417425). Date: 11/01/2023 (See: Annex108) ACT_EXT-002-2023 Servicios de Google Cloud (Tes: TRM-21980401). Date: 09/02/2023 (See: Annex109) ACT_EXT-003-2023 Servicios de Google Cloud (Tes: TRM-26743156). Date: 11/04/2023 (See: Annex110) ACT_EXT-004-2023 Servicios de matenimiento y soporte TRACAR (Tes: TRM-26743156). Date: 25/04/2023 (See: Annex111) ACT_EXT-008-2023 Servicios de matenimiento y soporte TRACAR (Tes: TRM-29956745). Date: 25/04/2023 (See: Annex113)	12 035,00	12 907 523,00	0,0015	19 877,59	-7 842,59	-149,81
				93 110,00	60 486 885,27		93 149,81	-39,81	

* **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 arrival city etc.

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 headed 'USD'.

Explanatory notes:

1. Payments are made through the SOIN electronic system of Fundación Tecnológica de Costa Rica (FUNDATEC). The system designates a consecutive code to each operation posted and accounted. FUNDATEC uses a single transfers system (ERP) for all ITCR projects.

2. The following budget lines will be implemented from July 2022: Project Manager, Senior Programmer2, Junior Programmer 2, Teacher Assistant1, Teacher Assistant2, Infrastructure Engineer - infrastructure design and configuration, Junior programmer - Maintenance, Infrastructure monitoring - Maintenance

Signature: _Hirceli Zamora Alvares_   Date: 14/12/2023

Head of the ATT Secretariat: _S. B. Dladla_   Date: 15/01/2024

RECONCILIATION
COSTA RICA-ATT.VTF.G2021.011CRI
2021

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							
Senior Industrial Designer	**3 710,00**	1 232,00	2 464,00	**3 696,00**	14,00	89 304,00	**100%**
Senior Programmer1	**26 124,00**	6 296,97	19 729,79	**26 026,76**	97,24	63 277,24	**100%**
Senior Programmer2	**4 050,00**		4 026,15	**4 026,15**	23,85	59 251,09	**99%**
Junior Programmer 1	**9 912,00**	2 252,25	7 623,00	**9 875,25**	36,75	49 375,84	**100%**
Junior Programmer 2	**1 865,00**		1 848,00	**1 848,00**	17,00	47 527,84	**99%**
Teacher Assistant1 (undergraduate)	**1 400,00**		1 386,00	**1 386,00**	14,00	46 141,84	**99%**
Intern, Administrative Support	**6 622,00**	2 395,73	4 192,52	**6 588,25**	33,75	39 553,59	**99%**
Infrastructure Engineer - Infrastructure design and	**1 560,00**		1 540,00	**1 540,00**	20,00	38 013,59	**99%**
Junior programmer - Maintenance	**1 530,00**		1 503,04	**1 503,04**	26,96	36 510,55	**98%**
Senior Industrial design - Maintenance	**3 157,00**	677,60	2 464,00	**3 141,60**	15,40	33 368,95	**100%**
Infrastructure monitoring - Maintenance	**1 865,00**		1 848,00	**1 848,00**	17,00	31 520,95	**99%**
International consultant	**19 280,00**	9 520,17	2 273,00	**11 793,17**	7 486,83	19 727,78	**61%**
Equipment costs							
Cloud infrastructure services (host server, sotfware	**12 035,00**	84,70	19 792,89	**19 877,59** -	7 842,59 -	149,81	**165%**
Total Direct Costs	**93 110,00**	**22 459,42**	**70 690,39**	**93 149,81** -	39,81		**100%**
Total Indirect Support Costs - 7%	**6 517,70**	**1 572,16**	**4 948,33**	**6 520,49** -	2,79		**100%**
Total	**99 627,70**	**24 031,58**	**75 638,72**	**99 670,30** -	42,60		**100%**

Amount of 1st installment	**50 000,00**
Amount of 2nd installment	**43 000,00**
Amount of 3rd installment	6 627,70
Balance owing to VTF	

Title, Name, Signature, Date

[Handwritten:] Head of Disarmament, Terrorism and Organized Crime
Directorate for Foreign Policy
Ministry for Foreign Affairs
Marcela Zamora Acres
14/12/2023

[Stamp: Ministerio de Relaciones Exteriores y Culto — DIRECCIÓN GENERAL DE POLÍTICA EXTERIOR — San José, Costa Rica]

[Handwritten:] APPROVED:
Mr S. D. Alaola
Head: ATT SECRETARIAT
15 JAN 2024