

Arms Trade Treaty Voluntary Trust Fund

FINAL REPORT

**Ghana National Commission on
Small Arms and Light Weapons**

Project No.: ATT.VTF.G2017.003GHA

31 May 2018

Arms Trade Treaty Voluntary Trust Fund - Final Report

Project number	ATT.VTF.G2017.003GHA
Grantee name	Ghana National Commission on Small Arms and Light Weapons
Project title	Adoption of National Control List and Capacity Building for Implementing Agencies in Ghana
Grant Amount	USD \$89,345
Final Report submission date	31 May 2018
Period covered under this report (MM/DD/YY – MM/DD/YY)	17 August 2017 – 31 March 2018

1. Project activities and outcomes

a Describe the project outcomes.

- A National Control List for Ghana has been adopted.
- State Institutions which would be required to enforce the National Control List have been capacitated.
- The adoption of the National Control List will enhance the implementation of the ATT in Ghana.

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

- c Ghana would be able to meet her obligations under Article 3 of the ATT which makes it mandatory for Ghana to maintain a national control system to regulate the export of ammunition/munitions fired, launched or delivered by the conventional arms covered under Article 2 (1).
- d Ghana would be able to meet her obligations under Article 4 of the ATT which requires Ghana to establish and maintain a national control system to regulate the export of parts and components where the export is in a form that provides the capability to assemble the conventional arms covered under Article 2 (1).
- e Ghana would be in compliance with Article 5 (2) of the ATT which makes it mandatory for Ghana to establish and maintain a national control system, including a national control list.
- f Ghana would be in compliance with Article 5(4) of the ATT which provides that Ghana shall, pursuant to its national laws, provide its national control list to the ATT Secretariat, which shall make it available to other States Parties.
- g Ghana would be in compliance with Article 13, of the ATT which requires each State Party to, within the first year after entry into force of this Treaty for that State Party, provide an initial report to the Secretariat of measures undertaken in order to implement this Treaty, including national laws, national control lists and other regulations and administrative measures.

h List all States that benefitted from the project.

Ghana

i 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 using the drop-down menu in Column G. Please also include Comments in Column H 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?

j 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:

Generally the project has enhanced Ghana’s implementation of the ATT.

In accordance with Article 5(3), Ghana’s is National Control List applied to the broadest range of conventional arms. Ghana’s National definitions of any of the categories covered under Article 2 (1) covered not less than the descriptions used in the United Nations Register of Conventional Arms

k 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 National Control List would would serve as a guide for States and other entities to know items which require prior transfer authorization into, through or out of Ghana.

l 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:

The Control List essentially contain definitions of items including conventional arms, ammunitions, munitions, parts and components of arms and dual use items, the transfer of which would require prior authorization before entry or exit through Ghana.

m 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).

1. It consolidates various types of conventional arms and dual use items covered under various International Treaties and Instruments to both the enforcement agencies and the general public which makes its implementation and enforcement of these Treaties and Instruments easy.
2. It details out the various types of conventional arms and dual use items for easy identification by implementing agencies, suppliers for easy comply.
3. It ensures that the scope of the legislation is clear and unambiguous to avoid unnecessary disputes and litigations on the interpretation of the law.

n 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:

A binding Legislation would make the review, amendments and incorporation of other conventional weapons in the near future possible.

o 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?

Ghana hopes to share the experience in adopting a National Control List with other countries in the Sub-Region

2. Final expenditure report

[Please complete the Worksheet titled 'input' in the VTF Expenditure Template – Final Report \(Ghana\) 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 Ghana National Commission on Small Arms and Light Weapons.

Consultant means APPLE HERITAGE CONSULTANCY LIMITED

I LEONARD TETTEY 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 3,500.00
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.

SignedDate 21ST SEPTEMBER, 2018

PROGRAMME OFFICER/ATT SCHEDULE OFFICER

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.

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ATT Final Expenditure Report

INSTRUCTIONS

- 1) Complete all pink fields only.
- 2) Print, sign, scan and email expenditure report to trustfund@thearmstradetraty.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 sent to the ATT Secretariat.

Name of Grant Recipient: Ghana
 Department or Agency: GHANA NATIONAL COMMISSION
 Posting Date: 5/31/2018

Project No.	ATT-VTF-62017-003GHA
Reporting Period	26.09.2017 - 31.03.2018
Local Currency Code	GHS
Grant Received USD (Balance of 1st inv)	4,906.60
Grant Received USD (2nd installment)	35,738.00
	40,644.60

<http://www.un.org/press/docs/2017/017-10-09>
 Click above first cell for exchange rate site

Vendor Code [Ghana]

Accounting Details			General Details			Balance of budget available / Interim		Actual spend to date (post Interim Report)**		Balance of budget available		Balance of funds received	
Posting Date	GL Code	Project code	Budget Line	Ref. N°	Description 1	Description 2 - Receipts or Invoice No. - Date*	USD	USD	Local/Amount	Rate	USD	USD	USD
5/31/2018	31200	602017		1	Phase 1: Lump sum fees for Consultant to undertake 10 days of research and drafting					0.2330			40,644.60
5/31/2018	34220	602017		2	Phase 2: Transport (T&T) for 25 participants excluding staff of the Commission		-199.00			0.2330	-199.00		40,644.60
5/31/2018	34250	602017		3	Phase 2: Reduced DSA's to cover additional expenditure for each participant (i.e. 30 participants x 2-day workshop)		3.00			0.2330	3.00		40,644.60
5/31/2018	34250	602017		4	Phase 2: Workshop venue cost includes accommodation, break fast, two coffee breaks, cost of hiring conference venue, use of projector & screen, notepads, pens, flip chart & markers, bottles of water, buffet lunch. (i.e. 30 participants x 2-day workshop)					0.2330			40,644.60
5/31/2018	33230	602017		5	Phase 2: Printing and stationary: includes the cost of printing of materials to be distributed to participants		-0.95			0.2330	-0.95		40,644.60
5/31/2018	34220	602017		6	Phase 4(LA): Transport (T&T) for 20 participants excluding staff of the Commission		-66.00			0.2330	-66.00		40,644.60
5/31/2018	34250	602017		7	Phase 4(LA): Reduced DSA's to cover additional expenditure for each participant (i.e. 25 participants x 2-day workshop)		2.50			0.2330	2.50		40,644.60
5/31/2018	34250	602017		8	Phase 4(LA): Workshop venue cost includes accommodation, break fast, two coffee breaks, cost of hiring conference venue, use of projector & screen, notepads, pens, flip chart & markers, bottles of water, buffet lunch. (i.e. 25 participants x 2-day workshop)		-19.00			0.2330	-19.00		40,644.60
5/31/2018	33230	602017		9	Phase 4(LA): Printing and stationary: includes the cost of printing of materials to be distributed to participants		-0.95			0.2330	-0.95		40,644.60
5/31/2018	34220	602017		10	Phase 4(LB): Transport (T&T) for 25 participants excluding staff of the Commission	Sign sheet No. 48003	500.00			0.2330	600.00	-100.00	40,044.60
5/31/2018	34250	602017		11	Phase 4(LB): Reduced DSA's to cover additional expenditure for each participant (i.e. 25 participants x 2-day workshop)	Sign sheet No. 48004	1,750.00			0.2330	2,100.00	-350.00	37,944.60
5/31/2018	34250	602017		12	Phase 4(LB): Workshop venue cost includes accommodation, break fast, two coffee breaks, cost of hiring conference venue, use of projector & screen, notepads, pens, flip chart & markers, bottles of water, buffet lunch. (i.e. 25 participants x 2-day workshop)	Invoice NO. VSH/RCONF/NACSA/01/17 and Ghana Revenue Authority Receipt No. 15/11000063	10,000.00			0.2330	12,000.00	-2,000.00	25,944.60
5/31/2018	33230	602017		13	Phase 4(LB): Printing and stationary: includes the cost of printing of materials to be distributed to participants					0.2330			25,944.60
5/31/2018	34220	602017		14	Phase 3: Transport (T&T) for 25 participants excluding staff of the Commission	Attendance Sheet NO. FP006 and Sign Sheet NO. FP007 (Exchange rate 1usd to 4.42790)	500.00			0.2330	619.03	-119.03	25,325.57
5/31/2018	34250	602017		15	Phase 3: Reduced DSA's to cover additional expenditure for each participant (i.e. 25 participants x 2-day workshop)	Attendance Sheet NO. FP006 and Sign Sheet NO. FP007 (Exchange rate 1usd to 4.42790)	2,100.00			0.2330	2,166.62	-66.62	23,158.95
5/31/2018	34250	602017		16	Phase 3: Workshop venue cost includes accommodation, break fast, two coffee breaks, cost of hiring conference venue, use of projector & screen, notepads, pens, flip chart & markers, bottles of water, buffet lunch. (i.e. 25 participants x 2-day workshop)	Invoice NO. VSH/RCONF/NACSA/122/18 and Ghana Revenue Authority Receipt No. 15/11000084	12,000.00			0.2330	12,000.00		11,158.95
5/31/2018	33230	602017		17	Phase 3: Printing and stationary: includes the cost of printing of materials to be distributed to participants	Ghana Revenue Authority receipt No. 15/8520638	500.00			0.2330	500.00		10,658.95
5/31/2018	34220	602017		18	Phase 4(2A): Transport (T&T) for 30 participants excluding staff of the Commission	Attendance Sheet NO. PF2003 and Sign Sheet NO. PF004 (Exchange rate 1usd to 4.4279)	400.00			0.2330	619.03	-219.03	10,039.91
5/31/2018	34250	602017		19	Phase 4(2A): Reduced DSA's to cover additional expenditure for each participant (i.e. 30 participants x 2-day workshop)	Attendance Sheet NO. PF2003 and Sign Sheet NO. PF004 (Exchange rate 1usd to 4.42790)	1,750.00			0.2330	2,166.62	-416.62	7,873.29

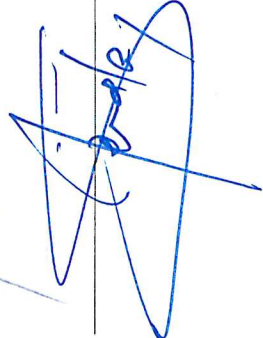
5/31/2018	34250	602017	20	Phase 4(2A): Workshop venue cost includes accommodation, break fast, two coffee breaks, cost of hiring conference venue, use of projector & screen, notepads, pens, flip chart & markers, bottles of water, buffet lunch. (i.e. 30 participants x 2-day workshop)	Invoice NO. FBH/RCONNF/SM/001/18 and Ghana Revenue Authority Receipt No. 13/0627929	10,000.00	0.2330	12,000.00	-2,000.00	-4,126.71
5/31/2018	33230	602017	21	Phase 4(2A): Printing and stationary; includes the cost of printing of materials to be distributed to participants	Ghana Revenue Authority receipt No. 15/6520384	500.00	0.2330	250.00	250.00	-4,376.71
5/31/2018	34220	602017	22	Phase 4(2B): Transport (T&T) for 20 participants excluding staff of the Commission	Attendance Sheet NO. FS005 and Sign Sheet NO. FS005 (Exchange rate 1USD to 4.6902)	500.00	0.2330	437.11	62.89	-4,813.82
5/31/2018	34250	602017	23	Phase 4(2B): Reduced DSA's to cover additional expenditure for each participant (i.e. 20 participants x 2-day workshop)	Attendance Sheet NO. FS005 and Sign Sheet NO. FS005 (Exchange rate 1USD to 4.6902)	1,750.00	0.2330	1,529.92	220.08	-6,343.74
5/31/2018	34250	602017	24	Phase 4(2B): Workshop venue cost includes accommodation, break fast, two coffee breaks, cost of hiring conference venue, use of projector & screen, notepads, pens, flip chart & markers, bottles of water, buffet lunch. (i.e. 20 participants x 2-day workshop)	Invoice NO. VSH/RCONNF/NACSA/002/18 and Ghana Revenue Authority Receipt No. 15/11000053	10,000.00	0.2330	8,000.00	2,000.00	-14,343.74
5/31/2018	33230	602017	25	Phase 4(2B): Printing and stationary; includes the cost of printing of materials to be distributed to participants	Receipt No. 00000045	-	0.2330	250.00	-250.00	-14,593.74
5/31/2018	34980	602017	26	Indirect support costs		5,845.00			5,845.00	
						57,814.60		32,353.40	55,238.34	2,576.26

* 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.

10-Dec-17

Signature: 

Signature:



Head of ATT Secretariat's Signature:

Date: 10/10/2018

Date: 16/10/2018

12	Phase 4(1A): Workshop venue cost includes accomodation, break fast, two coffee breaks, cost of hiring conference venue, use of projector & screen, notepads, pens, flip chart & markers, bottles of water, buffet lunch. (i.e. 25 participants x 2-day workshop)	10,000.00	10,019.00	0.00	10,019.00	-19.00	25,160.90	-1.1%	
13	Phase 4(1A): Printing and stationary: includes the cost of printing of materials to be distributed to participants	500.00	500.95	0.00	500.95	-0.95	24,659.95	-0.2%	
14	Phase 4(1B): Transport (T&T) for 25 participants excluding staff of the Commission	500.00	0.00	600.00	600.00	-100.00	24,059.95	-20.0%	
15	Phase 4(1B): Reduced DSA's to cover additional expenditure for each participant (i.e. 25 participants x 2-day workshop)	1,750.00	0.00	2,100.00	2,100.00	-350.00	21,959.95	-20.0%	
16	Phase 4(1B): Workshop venue cost includes accomodation, break fast, two coffee breaks, cost of hiring conference venue, use of projector & screen, notepads, pens, flip chart & markers, bottles of water, buffet lunch. (i.e. 25 participants x 2-day workshop)	10,000.00	0.00	12,000.00	12,000.00	-2,000.00	9,959.95	-20.0%	
17	Phase 4(1B): Printing and stationary: includes the cost of printing of materials to be distributed to participants	0.00	0.00	0.00	0.00	0.00	9,959.95		
18	Phase 4(2A): Transport (T&T) for 30 participants excluding staff of the Commission	400.00	0.00	619.03	619.03	-219.03	9,340.91	-54.8%	3
19	Phase 4(2A): Reduced DSA's to cover additional expenditure for each participant (i.e. 30 participants x 2-day workshop)	1,750.00	0.00	2,166.62	2,166.62	-416.62	7,174.29	-23.8%	4
20	Phase 4(2A): Workshop venue cost includes accomodation, break fast, two coffee breaks, cost of hiring conference venue, use of projector & screen, notepads, pens, flip chart & markers, bottles of water, buffet lunch. (i.e. 30 participants x 2-day workshop)	10,000.00	0.00	12,000.00	12,000.00	-2,000.00	-4,825.71	-20.0%	
21	Phase 4(2A): Printing and stationary: includes the cost of printing of materials to be distributed to participants	500.00	0.00	250.00	250.00	250.00	-5,075.71	50.0%	
22	Phase 4(2B): Transport (T&T) for 20 participants excluding staff of the Commission	500.00	0.00	437.11	437.11	62.89	-5,512.82	12.6%	
23	Phase 4(2B): Reduced DSA's to cover additional expenditure for each participant (i.e. 20 participants x 2-day workshop)	1,750.00	0.00	1,529.92	1,529.92	220.08	-7,042.74	12.6%	
24	Phase 4(2B): Workshop venue cost includes accomodation, break fast, two coffee breaks, cost of hiring conference venue, use of projector & screen, notepads, pens, flip chart & markers, bottles of water, buffet lunch. (i.e. 20 participants x 2-day workshop)	10,000.00	0.00	8,000.00	8,000.00	2,000.00	-15,042.74	20.0%	
25	Phase 4(2B): Printing and stationary: includes the cost of printing of materials to be distributed to participants	0.00	0.00	250.00	250.00	-250.00	-15,292.74		
	TOTAL (ESTIMATED) DIRECT COSTS	83,500.00				-3,268.74			
	TOTAL (ACTUAL) DIRECT COSTS				86,768.74				
	Indirect support costs								
15	Indirect support costs	5,845.00							
	TOTAL INDIRECT SUPPORT COSTS (based on estimated Direct Costs)	5,845.00							
	TOTAL INDIRECT SUPPORT COSTS								
	<i>(reduced to bring Total Budget within approved amount)</i>				2,576.26				
	TOTAL BUDGET (GRANT AGREEMENT)	89,345.00							
	TOTAL BUDGET (Maximum authorized by VTF Selection Committee)				89,345.00				
	Total Adjustment (over-spend)					-3,268.74			
	Amount of 1st installment	35,738.00							
	Amount of 2nd installment	35,738.00							
	Amount of 3rd installment	17,869.00							
	Balance owing					-17,869.00			