

Arms Trade Treaty Voluntary Trust Fund

FINAL REPORT

Vanuatu

Ministry of Foreign Affairs

Project No.: ATT.VTF.G2019.018VUT

June 2022

Arms Trade Treaty Voluntary Trust Fund - Final Report

Project Number	ATT.VTF.G2019.018VUT
Grantee name	Ministry of Foreign Affairs
Project title	Strengthening inter-agency cooperation and reporting practices for ATT ratification
Grant Amount	USD 96'289
Final Report submission date	June 2022
Period covered under this report (MM/DD/YY – MM/DD/YY)	30/09/19 – 30/03/22

1. Project activities and outcomes

a Describe the project outcomes.

The main outcome is that we have completed the domestic ATT accession process. We have presented it before the Council of Ministers, they have approved it and it will be tabled in Parliament at opportunity for endorsement. We have been advised that everything is in place for Vanuatu to accede to the ATT in November 2022.

To achieve this, we, the IHL Committee and others involved in the Project, have:

- Worked on accession with various Parliamentary stakeholders, including the Prime Minister's Office, State Law Office and Council of Ministers;
- Carried out consultations with Members of Parliament;
- Carried out awareness raising with the relevant Stakeholders, including the Vanuatu Police Force, the Department of Customs & Border Control, Maritime and Ports & Harbor, the Office of the Public Prosecution, The State Law (Attorney General's) Office and some of the private sector and NGOs like the National Arms Brokers and the National Red Cross Society;
- Shared information publicly to spread awareness and provide an opportunity for any objections;
- Drafted and considered an ATT-based legislative assessment and proposal to understand our compliance; and
- Further developed ArmsTracker and provided it to the relevant agencies in Vanuatu, namely Customs and Police.

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

While most of the project was focused on progressing to accession, the project has helped stakeholders understand our current level of compliance and fill the remaining implementation gaps.

As a non-arms exporting country and one with low risk of diversion, the main gap in

implementation relates to arms import record-keeping and reporting. The provision of ArmsTracker and ongoing support will assist in ensuring full ATT implementation and reporting.

c List all States that benefitted from the project.

Vanuatu is the primary beneficiary.

We understand that other States are interested in ArmsTracker and that the feature enhancements made to ArmsTracker through this project will also be available to other State users.

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.

The two incomplete activities were the two intended regional workshops.

These workshops were initially impossible due to COVID and then became impractical by the end of the project when public interest was still focused on COVID and not arms control in the provinces where there is no current armed violence.

What recommendations would you make in this regard?

The regional workshops were a good idea though became impractical during COVID. The objectives of this project were still achieved without them. We hope to run arms control workshops in these regions in the future.

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:

The project was relevant to progressing Vanuatu to ATT accession and implementation.

As stated above, the issue of arms control has struggled to achieve the anticipated public interest and importance during COVID.

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:

Again, the project has enabled imminent ATT accession and progress towards implementation. We now understand how to achieve the ATT objectives.

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

Explain your answer:

The project activities and objectives were achieved well within budget, though the length of the project was delayed considerably by COVID and the competing priorities it created. We are grateful to the VTF Secretariat for their patience and allowing our extensions.

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 primary impacts of the project are that it has assisted in enabling:

1. Vanuatu to accede to the ATT;
2. relevant agencies and stakeholders in Vanuatu to understand ATT obligations and standards; and
3. Vanuatu agencies to understand what they need to do to comply with ATT obligations and standards and has provided them with the tools to do so.

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:

The most sustainable aspects are:

1. enabling accession; and
2. the provision of ArmsTracker, which CAVR has assured us will continue to be improved and support available.

j How did the Project contribute to the progress of joining the Arms Trade Treaty?

As above, the project helped enable the accession process to be completed. It brought the stakeholders together and provided useful information and tools so that everyone knew what was required in the ATT and its implications. This was accepted by the Council of Ministers, which was the final step.

k 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 main interagency coordinating body, the Vanuatu IHL Committee, continues to meet and address arms control and trade issues.

ArmsTracker will continue to be supported and improved.

Once we accede to the ATT, additional compliance reviews will be undertaken and further required activities identified.

- The Consultant was paid directly by the VTF Secretariat.

For the purposes of this certification:

Grantee means Ministry of Foreign Affairs.

Consultant means the **Office Experts Brayalei** – who assisted the Centre for Armed Violence Reduction with coding for ArmsTracker.

I, Yvon BASIL, 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 US\$10,000. As set out in the interim and final expenditure reports, this is made up of the invoices C2.1 – C2.3.
4. The tax invoices provided to the Grantee by the Consultant for the provision of services for the Grant project were provided with the Interim Report.
5. The confirmation of payment was provided with the Interim Report.
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



5/07/2022

Yvon BASIL, Director, Department of Foreign Affairs & International Cooperation, Government of Vanuatu

Note:

- A copy of the tax invoices issued by the Consultant for the provision of services were provided in the Interim Report.
- The Consultant was paid by CAVR, with approval from the Grantee, with funds from the 1st Tranche provided directly by the VTF Secretariat to CAVR.

2. Final expenditure report

Please refer to the Excel Attachments 1 and 2.

3. Certification

For the purposes of this certification:

Grantee means Ministry of Foreign Affairs.

Consultant means the **Centre for Armed Violence Reduction**.

I, Yvon BASIL, 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 US\$49,500. As per the expenditure report, this is made up of the invoices for:
 - i. \$30,000 (Invoices #1.1, as provided in interim report, and #1.2)
 - ii. \$4,500 (Invoice #28)
 - iii. \$15,000 (invoice #29 – as provided in interim report)
4. I have **attached** the tax invoices provided to the Grantee by the Consultant for the provision of services since the Interim Report (**#1.2** and **#28**) for the Grant project referred to in 3 above which have been paid in full.
5. By agreement, the Consultant has received the tranche funding directly from the VTF.
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

Yvon BASIL, Director, Department of Foreign Affairs & International Cooperation, Government of Vanuatu



107/2022

Note:

- A copy of the tax invoices issued by the Consultant for the provision of services since the Interim Report are attached.



Name of Grant Recipient
Department or Agency
Project code

VANUATU
Ministry of Foreign Affairs
622019

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

Project No.	ATT.VTF.G2019.018VUT
Reporting period	30 Sept 2019 to 30 Mar 2022
Local Currency Code	AUD
Grant Received USD (1st instalment)	48,145.00
Grant Received USD (2nd instalment)	41,404.00
Grant Received USD (Total)	89,549.00

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

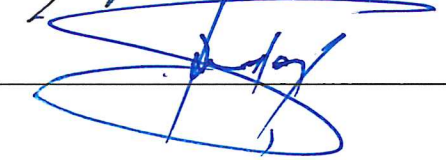
Accounting Details				General Details		Total budget	Actual spend to date**			Balance of budget available	Balance of funds received
Posting Date	Project code	Budget Line	Ref. N°	Description 1	Description 2 - Receipt or Invoice No. - Date*	USD	Local Amount	Rate	USD	USD	USD
		Staff	1	CAVR Staff to develop legislative amendments, support political engagement by developing brief, develop materials for Vanuatu National Workshop, support the development of the National Action Plan, facilitate national workshop, and support project management activities.	Invoice #1.1) 15 Mar 20 - Invoice for CAVR staff time from 30 Sep 19 - 15 Mar 20 Invoice #1.2) 11 Apr 22 - Invoice for CAVR staff time from 16 Mar 20 to 30 Mar 22	30,000.00	42,939.83	0.699	30,000.00	-	59,549.00
		Consultant	2	ArmsTracker (previously NATD) consultations, customisation and on-going technical support	<p>1) 10 Oct 19 - Office Experts Brayale BVV 6751 - \$10,500 USD (only \$1,000 AUD was charged from this invoice to this point)</p> <p>2) 24 Oct 19 - Office experts Brayale BVV 6792 - \$8,500 USD</p> <p>3) 31 Oct 19 - Office Experts Brayale BVV 6819 - \$11,000 USD (only \$4,500 AUD was charged from this invoice to this point)</p> <p>4) 3 Office Experts Brayale was contracted by CAVR for a total of 5,000 USD for 3 projects. 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 \$109,077.00 in the final total for all invoices and this was amount was paid for</p>	10,000.00	14,313.28	0.699	10,000.00	-	49,549.00
			3	Consultant for Government of Vanuatu - additional capacity to help plan logistics and administrative requirements for workshops, facilitate parliamentary meetings, and train-up to manage database	Not required.	3,000.00			-	3,000.00	49,549.00
		Travel Costs- Sanma Workshop	4	Return airfare for 6 participants from Torba province	Regional workshops not practicable due to COVID.	1,500.00			-	1,500.00	49,549.00
			5	Return airfare for 6 participants from Penma province	Regional workshops not practicable due to COVID.	900.00			-	900.00	49,549.00
			6	Return airfare for 6 participants from Malapma province	Regional workshops not practicable due to COVID.	900.00			-	900.00	49,549.00
			7	Return airfare for 6 facilitators from HQ representing all relevant agencies; Foreign Affairs, Department of Customs and the Police Force	Regional workshops not practicable due to COVID.	1,920.00			-	1,920.00	
			8	Airport Tax	Regional workshops not practicable due to COVID.	110.00			-	110.00	49,549.00
			9	Transport to-and-from airport (3 provinces)	Regional workshops not practicable due to COVID.	135.00			-	135.00	49,549.00
			10	Transport in Santo to-and-from workshop	Regional workshops not practicable due to COVID.	48.00			-	48.00	49,549.00
			11	Accommodation in Sanma Province	Regional workshops not practicable due to COVID.	880.00			-	880.00	49,549.00
			12	Per Diem for participants (24 people x 2 days)	Regional workshops not practicable due to COVID.	1,200.00			-	1,200.00	49,549.00
			13	Per Diem and allowance for facilitators	Regional workshops not practicable due to COVID.	400.00			-	400.00	49,549.00
			14	Workshop meals (3 days)	Regional workshops not practicable due to COVID.	840.00			-	840.00	49,549.00
			15	Workshop venue hire	Regional workshops not practicable due to COVID.	200.00			-	200.00	49,549.00
			16	Stationery and workshop supplies	Regional workshops not practicable due to COVID.	190.00			-	190.00	49,549.00

vlla workshop											
		18	Return airfare for 6 facilitators from HQ representing all relevant agencies; Foreign Affairs, Department of Customs and the Police Force	Regional workshops not practicable due to COVID.	1,920.00				-	1,920.00	
		19	Airport Tax	Regional workshops not practicable due to COVID.	30.00				-	30.00	49,549.00
		20	Transport to and from Airport	Regional workshops not practicable due to COVID.	50.00				-	50.00	49,549.00
		21	Transport to and from workshop	Regional workshops not practicable due to COVID.	36.00				-	36.00	49,549.00
		22	Accommodation in Port Vila	Regional workshops not practicable due to COVID.	300.00				-	300.00	49,549.00
		23	Per Diem for participants (3 days)	Regional workshops not practicable due to COVID.	900.00				-	900.00	49,549.00
		24	Per Diem and allowance for facilitators	Regional workshops not practicable due to COVID.	600.00				-	600.00	49,549.00
		25	Workshop Meals (3 days)	Regional workshops not practicable due to COVID.	576.00				-	576.00	49,549.00
		26	Workshop venue hire	Regional workshops not practicable due to COVID.	450.00				-	450.00	49,549.00
		27	Stationery and workshop supplies	Regional workshops not practicable due to COVID.	200.00				-	200.00	49,549.00
	National Workshop	28	CAVR participation in National Workshop, including additional training resources and videos.	Invoice #28) Dated 11 Apr 2022 for additional resources.	4,500.00	4,500.00	1.000	4,500.00	-	45,049.00	
	Equipment Costs	29	ArmsTracker software - permanently licensed to Vanuatu - to support record keeping and reporting activities.	Invoice #29) Dated 31 Oct 19 - Invoice for permanent license for ArmsTracker Vanuatu	15,000.00	21,469.92	0.699	15,000.00	-	30,049.00	
	Operating Costs-IHL Committee Prep Meeting	30	Venue hire (per day)	No venue fee.	100.00				-	100.00	30,049.00
		31	Lunch (4 participants x \$10/lunch x 2 days)	No lunch fee.	80.00				-	80.00	30,049.00
		32	Printing, materials, per-diems, etc.	Provided for free by host agency.	80.00				-	80.00	30,049.00
	Operating Costs-National workshop	33	Reception(s) and pre-briefing for 25 participants	Funded through a separate IHL grant.	3,000.00				-	3,000.00	30,049.00
		34	National Workshop Venue Hire (includes venue, food and workshop equipment) - up to 25 participants x tea break and lunch / teleconferencing facilities	Funded through a separate IHL grant.	7,000.00				-	7,000.00	30,049.00
	Operating Costs-IHL training	35	Venue (including morning tea and lunch) for 18 participants	Funded through a separate IHL grant.	800.00				-	800.00	30,049.00
		36	Transport and stationery	Funded through a separate IHL grant.	45.00				-	45.00	30,049.00
	Operating Cost-End-of-Project Debrief for IHL Committee	37	Transport for Participants	Transport costs covered by participants.	110.00				-	110.00	30,049.00
		38	Refreshments (coffee/tea x 2 per day)	Provided free by host agency.	80.00				-	80.00	30,049.00
		39	Venue Hire	Provided free by host agency.	200.00				-	200.00	30,049.00
					90,080.00	83,223.03		59,500.00	30,580.00		

* 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

**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'

Signature:  YVON BASIL
DIRECTOR

Head of ATT Secretariat: 

Date: 23/03/2023

Date: 31/03/23



RECONCILIATION
VANUATU-ATT.VTF.G2019.018VUT
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	11100	18900	30000	0	59549	100%
Consultant							
ArmsTracker (previously NATD) consultations, customisation and on-going technical support	10000	10000	0	10000	0	49549	100%
Consultant for Government of Vanuatu	3000	0	0	0	3000	49549	0%
Travel costs							
Return airfare for 6 participants from Torba province	1500	0	0	0	1500	49549	0%
Return airfare for 6 participants from Penma province	900	0	0	0	900	49549	0%
Return airfare for 6 participants from Malapma province	900	0	0	0	900	49549	0%
Return airfare for 6 facilitators from HQ	1920	0	0	0	1920	49549	0%
Airport Tax	110	0	0	0	110	49549	0%
Transport to-and-from airport (3 provinces)	135	0	0	0	135	49549	0%
Transport in Santo to-and-from workshop	48	0	0	0	48	49549	0%
Accommodation in Sanma Province	880	0	0	0	880	49549	0%
Per Diem for participants (24 people x 2 days)	1200	0	0	0	1200	49549	0%
Per Diem and allowance for facilitators	400	0	0	0	400	49549	0%
Workshop meals (3 days)	840	0	0	0	840	49549	0%
Workshop venue hire	200	0	0	0	200	49549	0%
Stationery and workshop supplies	190	0	0	0	190	49549	0%
Return airfare for 6 participants from Tafea	1800	0	0	0	1800	49549	0%
Return airfare for 6 facilitators from HQ representing all relevant agencies; Foreign Affairs, Department of Customs and the Police Force	1920	0	0	0	1920	49549	0%
Airport Tax	30	0	0	0	30	49549	0%
Transport to and from Airport	50	0	0	0	50	49549	0%
Transport to and from workshop	36	0	0	0	36	49549	0%
Accommodation in Port Vila	300	0	0	0	300	49549	0%
Per Diem for participants (3 days)	900	0	0	0	900	49549	0%
Per Diem and allowance for facilitators	600	0	0	0	600	49549	0%
Workshop Meals (3 days)	576	0	0	0	576	49549	0%
Workshop venue hire	450	0	0	0	450	49549	0%
Stationery and workshop supplies	200	0	0	0	200	49549	0%
CAVR participation in National Workshop, including additional training resources and videos.	4500	0	4500	4500	0	45049	100%
Equipment costs							
ArmsTracker	15000	15000	0	15000	0	30049	100%
Operating costs							
Venue hire (per day)	100	0	0	0	100	30049	0%
Lunch (4 participants x \$10/lunch x 2 days)	80	0	0	0	80	30049	0%
Printing, materials, per-diems, etc.	80	0	0	0	80	30049	0%
Reception(s) and pre-briefing for 25 participants	3000	0	0	0	3000	30049	0%
National Workshop Venue Hire (includes venue, food and workshop equipment)	7000	0	0	0	7000	30049	0%
Venue (including morning tea and lunch) for 18 participants	800	0	0	0	800	30049	0%
Transport and stationery	45	0	0	0	45	30049	0%
Transport for Participants	110	0	0	0	110	30049	0%
Refreshments (coffee/tea x 2 per day)	80	0	0	0	80	30049	0%
Venue Hire	200	0	0	0	200	30049	0%
Total Direct Costs	90080	36100	23400	59500	30580		66%
Total Indirect Support Costs - 7%	6306	2527	1638	4165	2141		66%
Total	96386	38627	25038	63665	32721		66%

Amount of 1st installment	48145
Amount of 2nd installment	41404
Amount of 3rd installment	
Balance owing to VTF	-25884

YVON - BASIL
DIRECTOR