

**Arms Trade Treaty Voluntary Trust Fund**

**FINAL REPORT**

**RWANDA**

**Ministry of Justice**

**Project No.: ATT.VTF.G2021.010RWA**

15 December 2022

A handwritten signature in blue ink, consisting of a stylized capital letter 'A' with a horizontal line extending to the right.

## Arms Trade Treaty Voluntary Trust Fund - Final Report

Project Number	ATT.VTF.G2021.010RWA
Grantee name	The Republic of Rwanda
Project title	Support towards operationalization of the ATT accession for the Republic of Rwanda
Grant Amount	USD 38,101
Final Report submission date	15 December 2022
Period covered under this report (MM/DD/YY - MM/DD/YY)	01 November 2021 to 15 December 2022

1. Project activities and outcomes
  - a Describe the project outcomes.

### **Sensitization workshop on the ratification of ATT by the Republic of Rwanda with Government Officials**

A senior Government Officials workshop was convened on 10<sup>th</sup> to 11<sup>th</sup> March 2022, at the Lemigo Hotel in Kigali to discuss issues relating to the ATT. The workshop sensitised the Government Officials on the obligations of the Republic of Rwanda to ratify the Treaty since the signing of the ATT on the 5<sup>th</sup> of June 2013.

The objective of the workshop was to provide an opportunity in making informed decisions regarding the ratification and implementation of the ATT, thus contributing to national and regional efforts to address the illicit trade in, and diversion of, conventional weapons. The workshop facilitators gave an in depth the objectives and provisions of the ATT and how it is expected to contribute to international efforts towards preventing the diversion, the illicit and irresponsible trade in conventional weapons, as well as towards preventing conventional weapons trade from violating international human rights and humanitarian law and United Nations Security Council resolutions.

The workshop provided the opportunity for the Government Officials to exchange experiences and discuss the objectives and provisions of the ATT, synergies and complementarities between the existing regional and international instruments on SALW.

Participants were drawn from. Prime Minister's office, Ministry of Defence, Ministry of Interior, Ministry of Foreign Affairs & Int'l Cooperation, Ministry of Justice, Ministry of Trade and Industry, Rwanda Defence Force, Rwanda National Police, Rwanda Law Reform Commission, National Public Prosecution Authority, Rwanda Investigation Bureau, Rwanda Correctional Services, National Intelligent Security Service, Rwanda National Focal Point on Small Arms. The workshop was



officially opened by the Minister of Interior and the RECSA Executive Secretary.

The workshop participants recommended that the Ministry of Interior among others, to convene a retreat for technical experts to give an analysis on ATT principles and Articles and proposals for next steps of ratification.

## 2. Retreat for technical experts

A retreat was convened for technical experts to give an analysis of the situation in Rwanda and make proposals for next steps. The retreat was held on 12th to 13th May 2022 at Lemigo Hotel, Kigali with the following participants; Office of the Prime Minister, Ministry of Interior, Ministry of Defence, Ministry of Justice, Ministry of Foreign Affairs and International Cooperation, Ministry Trade and Industry, Rwanda Defence Force, Rwanda National Police, Rwanda Correctional Service, Rwanda Law Reform Commission, Rwanda Investigation Bureau.

The retreat aimed at making recommendations to the Government of the Republic of Rwanda towards ratification of the Arms Treaty. The participants noted some observations recommending that the Government of the Republic of Rwanda to engage in further consultations with relevant actors towards the ratification of the Treaty.

## 3. Consultative workshop for Rwandan National CSOs

The Rwanda Civil Society Organisations sensitization workshop was convened on 25<sup>th</sup> to 26<sup>th</sup> October 2022 at Grand Legacy Hotel and brought together representatives of Ministry of Interior, NFP Office and the following CSO's: Centre for Rule of Law Rwanda; Lawyers of Hope; Legal Aid Forum; Youth for Development and Human Rights Advancement; OIPPA; CLADHO; NUDOR; Imani Outreach Ministries; Kanyarwanda; Imbaraga; Ubumule; Ibuka; IMG; GLIHD; LIPRODHOR; COPORWA; Never Again Rwanda; Fraternelle Chrétienne des Personnes; Ralades; Chroniques et Handicappés du Rwanda; RWAMREC; IMRO; ARDHO; ADECOR; Transparency International Rwanda; Rwanda Civil Society Platform; Safer Rwanda; Network For Governance.

The consultative workshop aimed at sensitizing the CSO's on the steps made by the government of Rwanda towards ratification of the Arms Treaty. It was noted that the Republic of Rwanda had translated the Treaty in the local language (Kinyarwanda) and uploaded it on the public portal to be accessed by all stakeholders. Additionally, the Republic of Rwanda has reviewed their laws on firearms and ammunitions in 2018 in line with the ATT provisions.

The workshop participants agreed;

1. To carry out awareness on the ATT and to reach out to other Umbrella CSOs, private sector, think tanks and higher learning institutions / universities;
2. To continuously advocate for the relevant Government institutions to ratify the



Treaty

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

The Republic of Rwanda as one of the RECSA Member states signed the Arms Trade Treaty on 5<sup>th</sup> June 2013 and is yet to ratify the Treaty. In order to promote ownership of national ATT ratification and implementation process sensitisation of Government Officials is critical at this stage for sustainability.

The Government Officials capacity was enhanced to support their understanding on the provisions of the Treaty to tackle the process of ATT ratification and implementation independently of external assistance.

The Government of the Republic of Rwanda has translated the Treaty into the local language (Kinyarwanda) and published it. Republic of Rwanda as a signatory of the Nairobi Protocol for the Prevention, Control and Reduction of SALW in the Great Lakes Region, the Horn of Africa and Bordering States has in place mechanisms that relate to the provisions of the treaty. Such as harmonisation of its legislation to the international SALW instruments.

c List all States that benefitted from the project.

This was an in-country capacity building sensitisation workshop for the different sectors in Rwanda.

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.

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).

What recommendations would you make in this regard?

**CSOs mobilisation forums to advocate for the accession of the Treaty.**

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 Republic of Rwanda signed the Treaty on the 5<sup>th</sup> of June 2013. Since the signing of the Treaty, efforts on capacity building for the Government of the Republic of Rwanda have been conducted resulting to reviewing of some legislation on SALW management. The funding support sustained the momentum creating awareness among other key stakeholders.

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 technical retreat workshop proposal to the Government of Rwanda is indicative of the political-support towards accession of the Treaty

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

Explain your answer:

Despite the challenges of the COVID-19 pandemic and a change in the approach of project delivery that was accepted by the ATT Secretariat. The project was delivered efficiently and on time.

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 enhanced the understanding of the Treaty particularly on reporting. The series of engagements and building on previous efforts of sensitisation, the project was highly appreciated by the various stakeholders noting the efforts of the Government and the National Focal Point on SALW.

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:

One of the key envisaged activity for building the capacity of the Parliamentarians, the Government of the Republic of Rwanda agreed to continue with the efforts through budgetary support and partner programs by the Government.

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

Activities of the project especially the follow up engagement with the Parliamentarians towards accession of the Treaty.

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?

## 2. Final expenditure report

Please complete the Worksheet titled 'input' in the VTF Expenditure Template – Final Report (Rwanda) in Attachment 2.

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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 Ministry of Justice.

Consultant means [ROBERT TURYAHEBWA ]

I [YUSUFU TWAMUGABO] 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. 2,000**
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 .....  ..... Date 12 April 2023  
[Position/ title] Law and Ethics Enforcement Analyst

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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Name of Grant Recipient	Rwanda
Department or Agency	Ministry of Justice
Posting Date	
Project code	622021 /

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

Project No.	ATT-VTF.G2021.010RWA
Reporting period	01 November 2021 - 15 December 2022
Local Currency Code	RWF
Grant Received USD (1st instalment)	22933
Grant Received USD (2nd instalment)	19722

<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
Personnel costs	1	RECSA staff working for three workshops	ref 1 workshop coordination staff rwanda cso receipts (20), ref 1 workshop coordination staff rwanda cso receipts (21), ref 1 coordination working staff receipts retreat (14), ref 1 coordination workshop staff receipts retreat (15), ref 1 coordination costs snr govt officials workshop, ref 1 coordination costs snr govt officials, Cash payment (13 Maz 2022)	3,000.00		0.0010	3,000.00	-	39,655.00
Travel costs	2	3 international flights for 3 RECSA experts	ref 2 invoice TIN0122030119, TIN0122050137, TIN0122050385, CDT111, NBO/22/INV/026478, NBO/22/INV/026419, INV-1052	7,200.00			5,272.00	1,928.00	34,383.00
	3	Transport fee reimbursement for participants	ref 3 participatns transport snr govt officials (11 March 2022), ref 3 no.14 (12 March 2022), ref 3 transport receipts retreat (16)(11, 13 May 2022), ref 3 transport for participants rwanda cso receipts (16,17,18,19) (25-26 October 2022)	5,000.00			4,450.00	550.00	29,933.00
	4	Covid quarantine on arrival		3,330.00			-	3,330.00	29,933.00
	5	covid tests	Mr Mugisha (03 March 2022), Mr Mugisha (04 March) ; Mr Kayiranga (05 March), Ms Nangami (08 March), Ms Nangami (09 March), Ms Nangami (10 March), Mr Kayiranga (paid 20 April) , Mr Kayiranga (10 March, paid 20 April), RECSA (11 March) , Mr Mugisha (09 May); Ms Nangami (09 May), Mr Mugisha (10 May), Mr Mugisha (14 May), Mr Kayiranga (10 May) , Mr Kayiranga (11 May), Ms Nangami (12 May) , RECSA (13 May)	1,800.00			897.00	903.00	29,036.00
Equipment costs	6	Computer for project reports	Ref to invoice TIN 119376586 and Delivery Note dated 21 March 2024	2,313.00			2,295.00	18.00	26,741.00
Operating costs	7	Three 2-day training workshops (3 events x 2 days =6 days)	Lemigo hotel (11 March 2022), Lemigo hotel (13 May 2022), Grand Legacy hotel (26 Oct 2022)	3,000.00			3,000.00	-	23,741.00
	8	tea and coffee	Lemigo hotel (11 March 2022), Lemigo hotel (13 May 2022), Grand Legacy hotel (26 Oct 2022)	2,000.00			1,706.00	294.00	22,035.00
	9	lunch for participants	Lemigo hotel (11 March 2022), Lemigo hotel (13 May 2022), Grand Legacy hotel (26 Oct 2022), Grand Legacy hotel -The Pool restaurant (26 Oct 2022)	3,000.00			2,567.00	433.00	19,468.00
	10	Three RECSA facilitators accomodation & meals	RECSA travel advance returns (Ms Gatara, approved 01 Dec 2022) RECSA travel advance returns (Mr Mugisha, approved 25 March 2022) RECSA (Mr Mugisha, paid 20 May 2022) RECSA travel advance returns (Mr Kayiranga, approved 20 April 2022) USD 555 RECSA (Mr Kayiranga, paid 30 May 2022) RECSA travel advance returns (Mr Mwangi, approved 28 Oct 2022) RECSA travel advance returns (Ms Nangami, Oct 2022) RECSA (Ms Nangami, March 2022) RECSA (Ms Nangami, May 2022)	1,665.00			4,995.00	-3,330.00	14,473.00
	11	Purchase of disinfectant (500 ml bottles)	Ron Consult Ltd (11 May 2022), Kabuye Vision Center (24 Oct 2022)	120.00			70.00	50.00	14,403.00
	12	Purchase of boxes of face masks	Ron Consult Ltd (11 May 2022), Kabuye Vision Center (24 Oct 2022)	30.00			50.00	-20.00	14,353.00
	13	Printing of training materials	Kabuya Vision Center (11 May 2022), Papeterie Imen (10 March) , Officemart (10 March) , Kabuya Vision Center (24 Oct)	1,200.00			957.00	243.00	13,396.00
	14	Media coverage, photography, videography	Facture Epimu (10 March), Facture Epimic (11 March), Facture Epimic (12 May), Adams (12 and 13 May) Adams(not dated), Adams (25 Oct), Facture Epimic (25-26 Oct)	1,500.00			1,260.00	240.00	12,136.00
	15	Banners for three workshops	Receipt (14 March 2022) Jack Kinyua, Starnet Business Links (28 Oct 2022)	450.00			157.00	293.00	11,979.00
	16							-	11,979.00
	17							-	11,979.00
	18							-	11,979.00

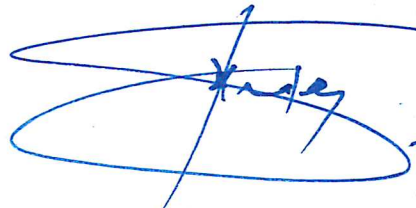
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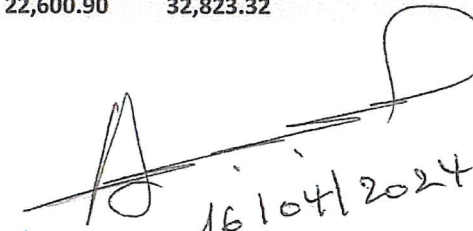




**RECONCILIATION**  
**ATT.VTF.G2021.010RWA**  
**2021**

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	
<b>Personnel costs</b>							
RECSA staff working for three workshops	3,000.00	1,000.00	2,000.00	3,000.00	-	39,655.00	100%
<b>Travel costs</b>							
3 international flights for 3 RECSA experts	7,200.00		5,272.00	5,272.00	- 1,928.00	34,383.00	73%
Transport fee reimbursement for participants	5,000.00	1,600.00	2,850.00	4,450.00	- 550.00	29,933.00	89%
Covid quarantine on arrival	3,330.00		-	-	- 3,330.00	29,933.00	0%
covid tests	1,800.00	815.00	82.00	897.00	- 903.00	29,036.00	50%
<b>Equipment costs</b>							
Computer for project reports	2,313.00	-	2,295.00	2,295.00	- 18.00	26,741.00	99%
<b>Operating costs</b>							
Three 2-day training workshops (3 events x 2 days =6 days)	3,000.00	178.39	2,821.61	3,000.00	-	23,741.00	100%
tea and coffee	2,000.00		1,706.00	1,706.00	- 294.00	22,035.00	85%
lunch for participants	3,000.00	3,007.00	440.00	2,567.00	- 433.00	19,468.00	86%
Three RECSA facilitators accomodation & meals	1,665.00	1,665.00	3,330.00	4,995.00	3,330.00	14,473.00	300%
Purchase of disinfectant (500 ml bottles)	120.00	25.27	44.73	70.00	- 50.00	14,403.00	58%
Purchase of boxes of face masks	30.00	11.66	38.34	50.00	20.00	14,353.00	167%
Printing of training materials	1,200.00	537.77	419.23	957.00	- 243.00	13,396.00	80%
Media coverage, photography, videography	1,500.00	660.00	600.00	1,260.00	- 240.00	12,136.00	84%
Banners for three workshops	450.00	53.57	103.43	157.00	- 293.00	11,979.00	35%
<b>Total Direct Costs</b>	<b>35,608.00</b>	<b>9,553.66</b>	<b>21,122.34</b>	<b>30,676.00</b>			<b>86%</b>
<b>Total Indirect Support Costs - 7%</b>	<b>2,492.56</b>	<b>668.76</b>	<b>1,478.56</b>	<b>2,147.32</b>			
<b>Total</b>	<b>38,100.56</b>	<b>10,222.42</b>	<b>22,600.90</b>	<b>32,823.32</b>			<b>86%</b>
Amount of 1st installment	22,933.00						
Amount of 2nd installment	19,722						
Amount of 3rd installment							
Balance owing to VTF		9,832					


  
 S. D. ANTONIA
   
 HEAD: ATT SEC
   
 2024/04/18


  
 16/04/2024
   
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