



Lessons Learned from ATT Reporting

JANUARY 2019



THE ARMS TRADE TREATY BASELINE ASSESSMENT PROJECT

The Arms Trade Treaty-Baseline Assessment Project (ATT-BAP) aims to assist States in understanding the obligations of the ATT, promote effective treaty implementation, and ensure comprehensive and robust ATT reporting. ATT-BAP has developed tools to help provide a baseline for assessing State progress in implementing the ATT and to enable measurement of the treaty's impact and long-term effectiveness. These tools are also utilized for identifying State capacity and resource needs, including the identification of critical gaps and available resources to implement the ATT. The tools include a Ratification Checklist, the ATT-BAP Baseline Assessment Survey, the ATT-BAP online portal and country profiles on treaty implementation, guidance and trainings for completing the initial and annual reports, and a dataset on States' national transfer controls.



COVER: (TOP) FLICKR/R. NIAL BRADSHAW;
(BOTTOM) FLICKR/U.S. PACIFIC FLEET.
PHOTO: FLICKR/NICHELE

INTRODUCTION

The Arms Trade Treaty (ATT) is a landmark agreement representing the first legally-binding instrument to regulate the international trade in conventional weapons. The treaty aims to reduce human suffering and promote cooperation, transparency, and responsibility in the global arms trade by establishing common standards for regulating arms transfers. Reporting under the ATT serves as a key mechanism for advancing these aims and monitoring treaty implementation as well as the application and understanding of States' treaty obligations. Reporting under the ATT serves several functions related to understanding States Parties national practices as well as the patterns and dynamics of global arms flows.

Article 13 of the ATT requires States Parties to complete and submit two reports to the ATT Secretariat. First, the treaty requires States Parties to complete an initial report on treaty implementation, to be completed within one year of the treaty's entry into force for a given State Party. The treaty also requires States Parties to complete an annual report on arms exports and imports from the previous calendar year.

ATT REPORTING OBLIGATIONS

Article 13(1)

Each State Party shall, within the first year after entry into force of this Treaty for that State Party, in accordance with Article 22, 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. Each State Party shall report to the Secretariat on any new measures undertaken in order to implement this Treaty, when appropriate. Reports shall be made available, and distributed to States Parties by the Secretariat.

Article 13(3)

Each State Party shall submit annually to the Secretariat by 31 May a report for the preceding calendar year concerning authorized or actual exports and imports of conventional arms covered under Article 2 (1). Reports shall be made available, and distributed to States Parties by the Secretariat. The report submitted to the Secretariat may contain the same information submitted by the State Party to relevant United Nations frameworks, including the United Nations Register of Conventional Arms. Reports may exclude commercially sensitive or national security information.

Benefits of ATT Reporting

Initial Report on Treaty Implementation

- ▶ Demonstrates to others that the treaty is being implemented and/or where challenges or gaps remain, thereby building confidence between States Parties
- ▶ Offers insight into how States Parties interpret the treaty's provisions and fulfill their treaty obligations
- ▶ Provides an inventory of measures undertaken to implement the ATT
- ▶ Offers a means to compare implementation processes and better identify good practices as well as areas in need of improvement
- ▶ Facilitates international cooperation and identification of opportunities to match assistance needs with available resources

Annual Report on Arms Exports and Imports

- ▶ Enhances awareness of regional and global trends in arms transfers
- ▶ Promotes confidence building among States
- ▶ Contributes towards early warning signals for potential conflicts
- ▶ Supports conflict prevention efforts
- ▶ Provides basis for bilateral or multilateral consultations on transfers that may not be in line with ATT obligations under Articles 6, 7, 8, and/or 11
- ▶ Facilitates assessments of treaty compliance, particularly related to export and import decisions

As of 1 January 2019, 92 of the 100 States Parties to the ATT were required to submit an initial report on treaty implementation and 89 States Parties were required to submit an annual report containing information on arms exports and imports conducted during the 2017 calendar year. Reporting requirements are based on entry into force for each State Party, so not all States Parties have their reports due at the same time. Reporting compliance rates vary, and many States Parties continue to experience difficulties meeting their ATT reporting requirements. Indeed, the Working Group on Transparency and Reporting, which was established at the second Conference of States Parties to support reporting efforts among States Parties and facilitate greater reporting compliance, has repeatedly identified the need to improve reporting compliance as a priority issue.¹

This ATT-BAP analysis examines trends in ATT reporting to identify good practices as well as challenges to comprehensive reporting. The report is divided into five sections. Section one describes the methodology used for assessing States' reporting experiences. Section two describes trends in ATT reporting for both the initial report and annual report. Section three examines challenges to initial and annual reporting efforts and section four highlights good practices that could mitigate some reporting challenges and support ATT reporting completion and compliance. The fifth and final section offers a series of recommendations to improve ATT reporting efforts.

¹ ATT Secretariat. 2017. ATT Working Group on Transparency and Reporting Co-Chairs' Report from the Group's Second Meeting. Issued by the Working Group on Reporting, 6 April 2017, http://thearmstradetreaty.org/images/CSP3_Documents/WG_documents/WGTR-_Co-chairs_Summary_Report_of_second_meeting_on_6_April_2017_Rev.pdf

METHODOLOGY

This report is based on five years of research and analysis conducted by the Arms Trade Treaty-Baseline Assessment Project (ATT-BAP) into national experiences to comply with ATT reporting obligations. In order to support the work of the Working Group on Transparency and Reporting, and in coordination with ATT States Parties and signatories and the ATT Secretariat, ATT-BAP has conducted research and analysis on ATT reporting practices to gain insight into: the processes for compiling and submitting ATT initial and annual reports, reporting challenges, and good practices.

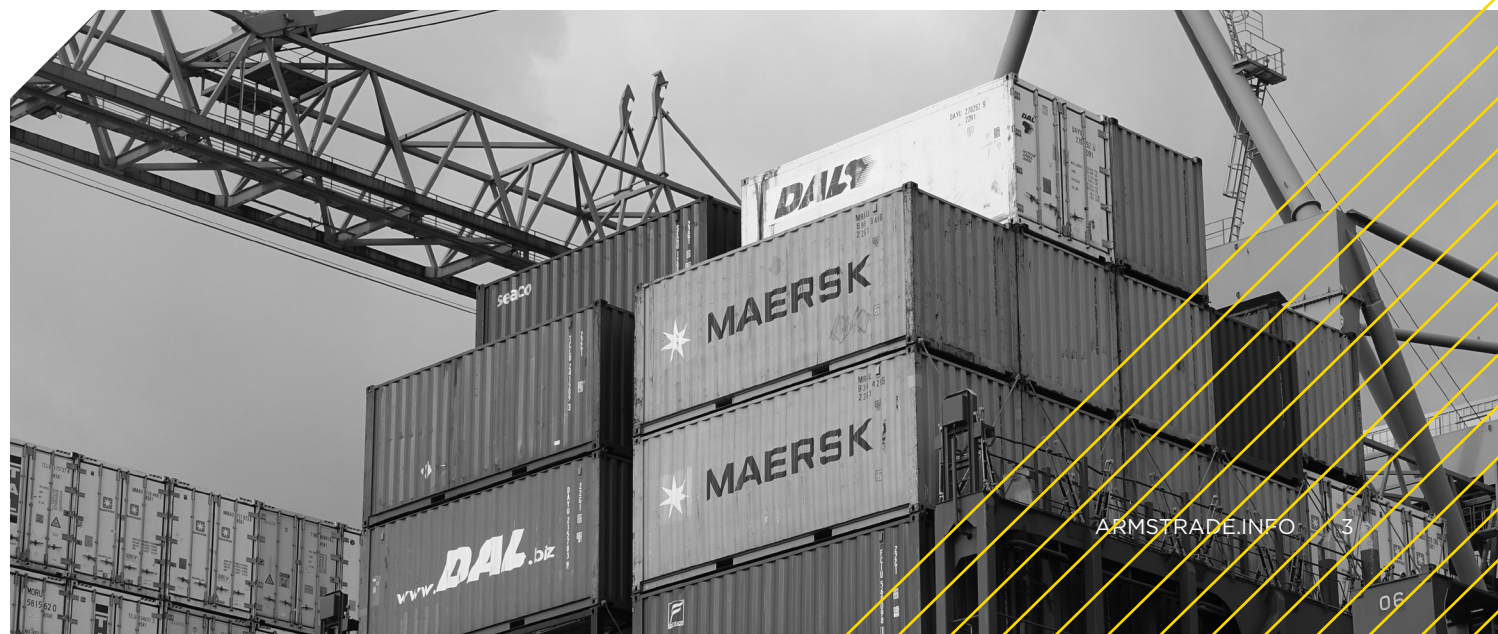
ATT-BAP developed a reporting questionnaire in 2017 to support this research and gather information directly from States Parties regarding their national experiences and challenges in completing both the initial report on ATT implementation and the annual report on arms exports and imports.

Four sets of questionnaires were developed:

- ▶ For States that completed an initial report;
- ▶ For States that completed an annual report;
- ▶ For States that did not complete an initial report; and
- ▶ For States that did not complete an annual report.

The questionnaires were first tested by States Parties and signatory States from all regions and with varying reporting capacities and compliance records. ATT-BAP then distributed the final and appropriate questionnaires to ATT States Parties between January and July 2017, tailored to each State Party's reporting experience. ATT-BAP received completed questionnaires from 25 States. Seventeen of the questionnaire responses are from Europe, three are from Africa, four are from the Americas, and one is from the Asia-Pacific region. Of these States, 23 completed an initial report and 21 completed an annual report.

Additionally, ATT-BAP utilized questionnaires completed by States and interviews conducted by the ATT-BAP team at several workshops held in the Asia-Pacific region and the Caribbean Community (CARICOM) sub-region in 2016, 2017, and 2018. The questionnaires and responses from these workshops also contributed to this report's findings and recommendations.



TRENDS IN ATT REPORTING

Initial Reports on Treaty Implementation

1. Incomplete Reporting Compliance

A State Party to the ATT is required to submit an initial report on treaty implementation within the first year of the treaty's entry into force for that State Party. In practice, this means that the deadline for ATT initial reports will vary for different States Parties, depending on when they deposited their instruments of ratification or accession to the treaty Secretariat. Sixty-One States Parties were among the first group of States Parties due to submit their initial reports by 23 December 2015. Over the next three years, 31 additional States Parties have been required to submit their initial reports.

As of 1 January 2019, 67 States Parties had submitted their initial reports on measures to implement the ATT to the ATT Secretariat, representing an overall compliance rate of approximately 73 percent. While reporting compliance in this regard appears relatively robust when compared to other reporting mechanisms associated with conventional arms agreements – many of which are voluntary, such as the UN Programme of Action on Small Arms and Light Weapons – reporting under the ATT is a mandatory obligation and compliance rates should be closer to 100 percent.

2. Limited Public Transparency

Along with incomplete reporting compliance, there continues to be a trend of States Parties electing to keep their initial reports private on the ATT Secretariat's website, thereby limiting access to information on their transfer control systems and procedures to support treaty implementation and potentially indicating a backsliding in transparency. To date, ten of the 67 initial reports submitted to the ATT Secretariat are private and seven of these ten are from States Parties in Africa.² Of the first 50 States Parties to submit their initial reports, only three elected to keep their reports private. However, of the 17 reports submitted since, 7 have been kept private.

The limited reporting rates in conjunction with States Parties choosing to keep their reports private has several deleterious effects. Limited reporting impacts the ability of civil society and research organizations to undertake analysis, identify trends, and highlight gaps and good practices, among other analytical topics – areas of work for which government officials might lack the time and capacity and for which the Secretariat has no mandate, but represent information that is nonetheless desired by States.

Moreover, since most States Parties have made their reports available, when a State Party does request restricted access to their reports, they are invariably faced with questions about what information is being hidden, even if such concerns may be unwarranted. Incomplete and private reporting can also inhibit greater understanding of regional dynamics and common practices that other States Parties (both within and outside a given region) can look to as they strengthen their own systems in an effort to comprehensively implement the treaty.

3. Lack of Information on Updates to Transfer Controls

Although some States Parties submitted their initial reports on treaty implementation as early as 2015, no State Party has provided information on “any new measures undertaken in order to implement” the ATT, as required under Article 13(1) of the treaty.³ A clear process for updating such information has not yet been developed and no guidance yet exists to support States Parties in updating their initial reports. Though the Working Group for Transparency and Reporting has discussed the need for States Parties to provide updated information on their national processes and procedures that support ATT implementation, no system for creating a process or encouraging States Parties to submit updates has been decided.

² Ten States elected to keep their ATT initial reports private: Benin, Burkina Faso, Cyprus, Greece, Honduras, Madagascar, Mauritius, Nigeria, Senegal, and Togo.

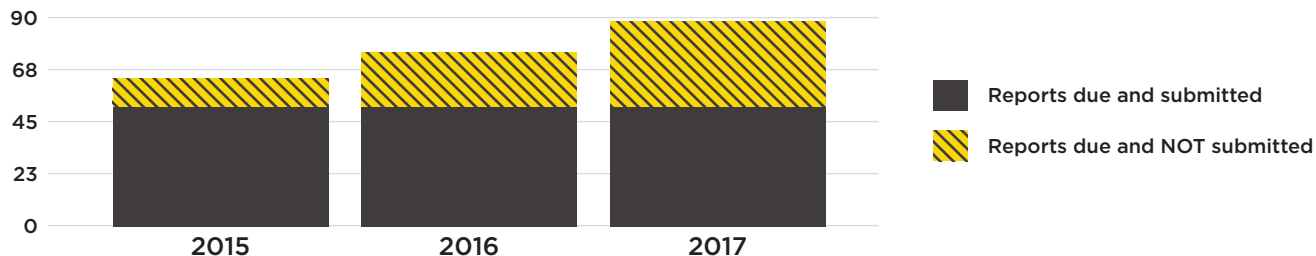
³ Arms Trade Treaty, Article 13: Reporting

Annual Report on Arms Exports and Imports

1. Stagnant Reporting Levels

Though the ATT requires States Parties to report on their arms exports and imports every year, compared to other voluntary mechanisms such as the UN Register of Conventional Arms (UNROCA), it appears that the treaty has not provided an impetus for greater reporting. Though the number of States Parties due to submit an annual report has steadily increased over the last three years, the total number of reports submitted to the ATT Secretariat has remained constant, and reporting compliance has decreased as a result.

Table: Annual Reporting Rates



Nine States Parties exhibited backsliding in reporting, in which they did not submit an annual report in 2018 for their 2017 arms exports and imports, despite having done so in previous years.⁴ A core group of 50 States Parties has consistently demonstrated commitment to transparency in the global arms trade and has reported every year to the ATT. However, only 11 of these 50 States Parties have submitted a report to UNROCA every year for the past five years.

And, while 53 States Parties have reported to both UNROCA and ATT in their histories, 27 of those have not reported to UNROCA for more than 3 years. Liberia remains the only ATT State Party that has never reported to UNROCA, but has completed an ATT annual report. Stagnant reporting levels appear to demonstrate a worrying trend that the reporting norm has not been adequately incorporated into State practice. In fact, three States Parties have never reported to UNROCA or the ATT.

2. Unrealized Impact on Greater Understanding of Arms Transfers

A central objective of the ATT is to provide greater transparency of the global arms trade, which can build confidence among States Parties and provide a more comprehensive understanding of global arms transfers. To date, the ATT has not lived up to this potential. States Parties have not always provided more information in their ATT reports than in other reporting forms, such as in UNROCA. And, in some cases, States provide information in aggregate form which can limit understanding of such transfers. For example, several States Parties did not provide information on importing/exporting States when reporting and aggregated data on SALW transfers, either in part or in full, thereby inhibiting assessments of compliance with ATT Articles 6 and 7. Further, in some cases, States Parties have provided inconsistent or contradictory information across reporting instruments. One exception, however, has been that some States Parties include more information in their ATT annual reports than in their UNROCA reports, particularly for exports and imports of SALW. In short, ATT annual reports at times contain more information on small arms transfers but less disaggregation of such information.

3. Difficult to Assess Treaty Application

States Parties have at times elected to use aggregated information when reporting their arms transfers, in which they do not reveal the importing/exporting State(s) – particularly for SALW transfers. Such practice inhibits assessments of treaty compliance, including how States Parties apply the ATT to address export and import decisions as well as concerns surrounding the use of these weapons in violation of international humanitarian law, international human rights law, and in pursuit of terrorist objectives.

⁴ These 9 states parties are: Burkina Faso, Dominican Republic, Estonia, Jamaica, Liberia, Mali, Paraguay, Samoa, Uruguay

CHALLENGES TO REPORTING

Information on the various reporting challenges referenced in this section derives from previous ATT-BAP research.⁵ States Parties have identified several obstacles to completing their ATT reporting requirements. Key challenges include limited resources and capacity, difficulty in accessing and compiling relevant information, and difficulty in maintaining awareness of reporting obligations and deadlines. States Parties often have several reporting obligations across numerous regional and multilateral agreements related to arms control and regulation. Government personnel are often strained, and relevant ministries/agencies are often under-resourced. Additionally, government bureaucracies may suffer from a lack of established mechanisms for internal communication and processes to streamline data collection, storage, and sharing, thereby further hindering reporting compliance.

States Parties have also identified certain challenges unique to the different reporting obligations contained in the ATT. With regard to the initial report on treaty implementation, commonly cited challenges include limited internal coordination and information sharing, as well as limited availability of information. States Parties have noted challenges with confidentiality and the release of sensitive information, the lack of capacity and relevant resources, and the lack of time needed to adequately complete the initial report. States Parties have noted that often they are unsure how to collect relevant information and in a manner that aligns with varying reporting deadlines. In many cases, relevant information is maintained by multiple ministries and agencies, and States Parties have found it time-consuming to not only identify the appropriate personnel for completing given sections of the report, but also clearing and approving information before reports are submitted. The lack of a national point of contact further hinders reporting efforts. Additionally, States Parties have noted technical and administrative obstacles to completing and submitting their initial reports on ATT implementation. States Parties have noted difficulties in conducting technical assessments of their national transfer control systems and challenges presented by the lack of any specific processes or procedures to facilitate updates to their reports if/when changes are made to their national control systems. Many States Parties do not yet have processes or mechanisms in place to help mitigate and ultimately overcome these challenges.



PHOTO: FLICKR/PHIL ROEDER

⁵ For more detailed insight on challenges that ATT States Parties have identified in completing both their initial report on treaty implementation and their annual reports on arms exports and imports, see: ATT-BAP, *Reporting in Review: Examining ATT Reporting Experiences*, August 2017, http://www.armstrade.info/wp-content/uploads/2017/04/Reporting-in-Review_Examining-ATT-Reporting-Experiences_ATT-BAP.pdf

Regarding the annual reports on arms exports and imports, commonly cited challenges include the limited availability of relevant information – particularly as some States Parties do not collect all the information required for completing a report on arms transfers – the lack of coordination and information sharing between government agencies, and difficulty in preparing statistical data. Challenges also result from a lack of capacity, resources, and time to complete the report, as well as issues related to the release of sensitive information. The annual report in particular has raised concerns about what many States Parties view as an increasingly burdensome reporting environment in light of limited resources, with several States Parties highlighting reporting fatigue arising from already strained personnel and agencies. Additionally, States Parties have noted some confusion regarding specific reporting requirements as they pertain to annual arms transfers. For example, some States Parties remain unclear as to how to submit a nil report in the event that they do not have any arms exports or imports, with others questioning the need to submit such a report when there is no information to provide.

States Parties have also noted that they face technical challenges in trying to complete their annual reports. States Parties have pointed to challenges in accessing information that is not generally collected by government agencies and the risk of incomplete information in the collation of such data. In many cases, governments rely on industry to provide relevant information. Thus, if industry provides incomplete data on the actual imports or exports, and the government does not have the primary source records, there is a risk of incomplete information.

Challenges to ATT Reporting	
Initial Report on Treaty Implementation	Annual Report on Arms Exports & Imports
▶ Unaware of reporting obligation and deadline	▶ Confusion regarding reporting requirements
▶ Lack of national point of contact	▶ Limited availability of information
▶ Limited internal coordination and communication	▶ Lack of internal coordination and communication
▶ Limited availability of information	▶ Difficulty in preparing statistical data
▶ Underdeveloped information-collection processes	▶ Lack of internal systems to collect, compile, and store relevant information
▶ Lack of capacity and resources	▶ Limited capacity and resources
▶ Lack of time to complete report	▶ Lack of time to complete report

GOOD PRACTICE IN REPORTING

States Parties have identified several steps that can be taken to mitigate reporting challenges. Such steps can serve as examples of good practice for States Parties and other key stakeholders working to support comprehensive and effective reporting to the ATT.

To overcome the numerous challenges posed by a lack of capacity and resources – including limited personnel – States Parties have suggested identifying and promoting greater synergies across relevant conventional arms transfer control agreements to help minimize potential reporting burdens and better streamline reporting processes across multiple instruments. Oftentimes the information contained in one report aligns with information requested in other reports, and a better understanding of these overlaps could simplify reporting efforts. Some States Parties have recommended a common online interface to allow States to submit one report for multiple instruments, such as to the UN Register and the ATT annual report. Examples of existing practices in this regard include the South Eastern and Eastern European Clearinghouse for the Control of Small Arms and Light Weapons (SEESAC) reporting tools and the OSCE in allowing participating States to submit their UN Register reports to both the OSCE and the United Nations Office of Disarmament Affairs. Indeed, the OSCE aligned its reporting on the UN Programme of Action and the OSCE SALW Document information exchange in order to facilitate such synergies.

Such an approach could benefit States Parties that often rely on a single small team to prepare their ATT reports as well as other transfer control-related reports, such as those for the UN Programme of Action on Small Arms and Light Weapons, the UN Register of Conventional Arms, the UN Security Council Resolution 1540, and the Wassenaar Arrangement as well as those for regional and sub-regional groups such as the Economic Community of West African States, the European Union, the Organization of American States, and SEESAC. Article 13 of the ATT explicitly states that States can submit the same information to the UN Register as they do to the ATT. Unfortunately, current online reporting tools hinder, rather than help, with such synergies.

To mitigate the difficulties in accessing and compiling relevant information due to a lack of internal coordination and communication across government agencies, some States Parties rely on existing interagency coordination mechanisms to facilitate information sharing and others developed such mechanisms specifically to support the preparation of ATT reports.⁶ For example, States Parties use interagency committees and/or working groups to gather relevant stakeholders to exchange information, assign reporting tasks and coordinate activities across specific authorities and personnel, develop new initiatives, and provide expert advice throughout the reporting process. Many of these interagency mechanisms could also help to reduce the time it takes to collect and clear relevant information and therefore further serve as valuable tools to improve ATT reporting efficiencies.

⁶ States have identified similar good practices for facilitating reporting on arms transfers in other fora, such the Wassenaar Arrangement and the UNROCA, among others. For more information, see: Wassenaar Arrangement, “Elements for the Effective Fulfilment of National Reporting Requirements,” 2015, <https://www.wassenaar.org/app/uploads/2016/01/12Elements-for-the-Effective-Fulfilment-of-National-Reporting-Requirements.pdf>; United Nations General Assembly, “Report on the Continuing Operation of the United Nations Register of Conventional Arms and Its Further Development,” 29 July 2016, UN Document A/71/259, <http://undocs.org/A/71/259>; ATT Third Conference of States Parties Preparatory Process, “Revised Swedish Paper,” ATT/CSP3.WGTR/2017/SWE/124/M3.SWE.Rev1.



To overcome concerns about the release of sensitive information, many States Parties look to practices and models used at the sub-regional and/or regional level to determine how best to assess confidentiality while supporting transparency and complying with national legislation and international obligations. For example, reporting forms provide the option of reporting financial value as an alternative metric when reporting on annual arms transfers to give States options in protecting sensitive information. Moreover, States can review information on a case-by-case basis to determine whether information is commercially sensitive or has implications for national security, rather than determining an entire report is sensitive.

With regard to challenges in conducting technical assessments and categorization, some States Parties have developed or are seeking to develop national tools, such as computer software, for data management and storage to facilitate the collection of relevant information for the preparation of ATT reports – and for States Parties annual reports in particular. For example, States Parties may have or choose to develop a mechanism for classifying applications for transfer authorizations that simplifies processes for retrieving information when preparing ATT reports. States Parties may also develop data repositories to support reporting efforts. States Parties have also noted that they rely on the technical expertise of various government ministries as well as civil society experts to facilitate report completion.

Although there are various challenges raised by ATT States Parties in completing their reporting obligations, there are several steps that States Parties and the ATT Secretariat can take to support ATT reporting efforts. These steps complement the good practices that States Parties can take at the national level to support reporting mechanisms across the spectrum of conventional arms control agreements and obligations. Moreover, these steps can and should be reinforced by the Working Group on Transparency and Reporting, the United Nations, sub-regional and regional organizations, and civil society. In many cases, civil society and regional organizations have experience conducting workshops to assist States in the development of these processes. The Working Group on Transparency and Reporting identified several areas that it will continue to examine as outlined in its report to the Fourth Conference of States Parties. In their final report to CSP3, the co-chairs of the Working Group on Transparency and Reporting emphasized that the working group will continue to examine, among other issues, the “state of play of compliance with reporting obligations; challenges concerning reporting; substantive reporting and transparency issues; organizational means for information exchange; and harnessing information generated by mandatory reporting.”



Challenge	Good Practice
Unaware of reporting obligation and deadline	<p>Use resources provided by ATT Secretariat and government and civil society experts for guidance</p> <p>Develop calendar reminders across relevant agencies to notify key personnel of deadlines</p>
Lack of capacity and resources	<p>Identify and promote synergies across relevant agreements to streamline reporting efforts and minimize burden</p> <p>Coordinate with ATT Secretariat, States Parties, and civil society as appropriate to help identify opportunities for international cooperation and assistance and share lessons learned</p> <p>Utilize ATT Voluntary Trust Fund to fund implementation assistance projects</p>
Lack of internal coordination and communication	<p>Develop new mechanism(s) to facilitate information sharing and coordination of activities, including national action plan and national coordinating mechanism</p> <p>Appoint National Point of Contact that can lead internal coordination efforts</p>
Underdeveloped information-collection processes	<p>Utilize existing software and databases to develop national record-keeping and reporting processes</p> <p>Develop list of roles and responsibilities and report submission calendar to strengthen internal reporting processes and ensure obligations are understood</p>
Lack of time needed to compile reports	<p>Utilize existing and newly developed interagency mechanisms or develop new mechanism(s), including the report submission calendar, to facilitate information sharing and coordination of activities and help reduce time needed to compile reports</p>
Difficulty in releasing sensitive information	<p>Model practices and procedures used at the sub-regional and/or regional level to protect confidentiality while supporting arms trade transparency</p>
Difficulty in conducting technical assessments	<p>Develop national tools for data management and storage to facilitate information collection for ATT reports</p>

RECOMMENDATIONS FOR IMPROVING ATT REPORTING

As part of its mandate, the Working Group on Transparency and Reporting will identify States Parties' challenges in meeting their reporting requirements and develop recommendations to address those challenges. Moreover, the working group has committed to "review the effectiveness and clarity of the templates to submit initial and annual reports" in order to streamline and simplify the reporting process.

The below recommendations might be of particular use to the Working Group on Transparency and Reporting as it pursues its workplan and identifies ways in which it can work with other stakeholders to ensure sufficient attention and action to improve reporting.

Facilitate greater understanding of reporting requirements

For the ATT Secretariat

- ▶ Distribute regular reminders and follow-up on reporting requirements and due dates (including appointments/changes of/to NPCs).
- ▶ Distribute Working Group FAQ on annual reporting to all States Parties.
- ▶ Distribute civil society resources on initial reporting to all States Parties.
- ▶ Provide trainings on margins of Working Group and Prepcom meetings on how to compile and submit reports online.

For States Parties

- ▶ Work with other States Parties, UN agencies, sub-regional/regional groups, and civil society experts to better educate and inform relevant government officials about ATT reporting requirements, including deadlines and expectations.
- ▶ Hold reporting-focused workshops with key stakeholders and interagency participants to generate buy-in for the reporting process and identify agency roles and responsibilities.

Facilitate report completion

For the ATT Secretariat

- ▶ Send reminders for reporting deadlines, including updates to initial reports, to ATT national points of contact as well as capitals and UN Missions.
- ▶ Disseminate to all States Parties a list of the tools and guidance developed by civil society experts, with feedback from States Parties, regional organizations, and UN agencies on how to prepare both ATT reports.
- ▶ Keep current a list of National Points of Contact (NPC) and make available so that queries on reporting can be targeted to correct individuals.



For States Parties

- ▶ Ensure the appointment of an NPC and identify specific roles and responsibilities for the NPC with regard to reporting.
- ▶ Establish processes for succession for cases when a designated individual that serves as the NPC leaves or moves to another position. Identify internal processes to update NPC contact information and changes to relevant instruments for external actors.
- ▶ Develop calendar reminders across relevant agencies to notify key personnel of reporting deadlines.
- ▶ Foster interagency cooperation and coordination so that relevant agencies can work together to collect and distribute information effectively.
- ▶ Develop national reporting procedures document/policy, including reporting submission calendar so relevant participants are aware of due dates and responsibilities.
- ▶ Create a structure that defines specific roles and responsibilities that enables officials to collect and share relevant data; complete, submit, and update national reports; and share good practices and lessons learned.

Support reporting synergies

For the ATT Secretariat

- ▶ Work with Secretariats of other instruments, United Nations, regional organizations, and civil society to identify synergies between related instruments in order to reduce the reporting burden.
- ▶ Disseminate to all States Parties toolkits and guidance packages that outline reporting synergies and ways to relieve reporting burden.
- ▶ Provide calendar of due dates for other relevant reporting instruments.

For States Parties

- ▶ Include the deadlines of each relevant report in reporting calendars and schedules.
- ▶ Ensure interagency process is aware of information that overlaps between relevant instruments.
- ▶ Develop mechanisms to support the collection and storage of information that can be used to fulfill multiple reporting obligations to streamline processes and avoid duplicating efforts.
- ▶ Synergize the work of the ATT NPC with other relevant and related instruments and ensure that NPCs across various related instruments work collaboratively.
- ▶ Develop internal and regional networks to coordinate information sharing and collection, including identification of software to connect relevant stakeholders and information between law enforcement and other government officials.





Since its inception, ATT-BAP has been generously funded by the Governments of Australia, Ireland, the Netherlands, Norway, Switzerland, and the United Kingdom, as well as UNSCAR (the United Nations Trust Facility Supporting Cooperation on Arms Regulations). In addition, the project has engaged in partnerships with the UN Office for Disarmament Affairs and its regional centers, regional organizations including CARICOM and the European Union, and civil society organizations including the Center for Armed Violence Reduction (CAVR) and Control Arms. For more information, visit the Arms Trade Treaty-Baseline Assessment Project Portal at www.armstrade.info or contact us at ATT@stimson.org.

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