

Arms Trade Treaty Voluntary Trust Fund

FINAL REPORT

Fiji

Ministry of Defence and National Security

Project No.: ATT.VTF.G2019.016FJI

19.03.2021

Arms Trade Treaty Voluntary Trust Fund - Final Report

Project Number	ATT.VTF.G2019.016FJI
Grantee name	Ministry of Defence and National Security
Project title	Strengthening Inter-Agency Cooperation and Reporting Practices for ATT Ratification
Grant Amount	USD\$ 97'926
Final Report submission date	19.03.2021
Period covered under this report (MM/DD/YY – MM/DD/YY)	30.09.2019- 31.12.2020

1. Project activities and outcomes

a Describe the project outcomes.

The key project outcomes were: identifying specific legislative solutions; improving data-collection, management and reporting systems; strengthening national ATT coordination; and increasing ATT awareness and support across a wider group of stakeholders.

1. Developing legislative amendments to bring Fiji law into line with the ATT: Based on an ATT legislative gap analysis, specific amendments were developed for Fiji. This process also included developing a national control list.

2. Improving data-collection, management and reporting systems: Fiji had identified a need for data-management systems across its government institutions, including setting out the requirement of a system that can help capture relevant data for ATT reporting purposes. This project saw the development, installation, customisation, training and support of ArmsTracker versions for the Republic of Fiji Military Forces (RFMF), Fiji Police and Fiji Customs.

3. Strengthening national ATT coordination: This project supported the ATT Working Group to, amongst other things, convene a National Workshop which (a) took stock of progress; (b) provided training and resources to stakeholders; (c) considered and agreed how to progress the remaining steps.

4. Increasing ATT awareness and support: The project saw the development of a Cabinet Paper which is being considered by the Attorney-General's Department. Meetings were held with and resources developed for representatives of key agencies in determining accession – including the RFMF and relevant Parliamentary Committees. Other agency representatives were engaged through the National Workshop. The previous concerns of the RFMF were overcome and the RFMF now formally supports the Fijian accession to the ATT.

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

The project has assisted implementation as follows:

- 1) Our risk of diversion from military or police stockpiles has further reduced as a result of the improved arms record-keeping system implemented for each armoury.
- 2) Our arms transfer data-collection and management has improved, also through ArmsTracker, which will improve our ability to meet reporting obligations and manage transfers as required by ATT and other relevant arms control laws.
- 3) Our legislation has been reviewed for ATT compliance and legislative amendments developed specifically for Fiji.
- 4) Multi-agency training and engagement for the ATT through National Workshops and resources created. These were developed to overcome concerns held and tailored for each agency wherever possible.

c List all States that benefitted from the project.

Fiji was the primary beneficiary.

This project saw the development of the first military version of ArmsTracker. CAVR advises that customisable military versions can now be offered to other militaries and they anticipate that over 10 militaries will be using customised versions of ArmsTracker by 2022.

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?

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 very relevant regarding ATT compliance and accession and more generally regarding Fiji's role as an international citizen and armed security. The project became temporarily less relevant during the COVID-period when all non-COVID projects struggled for parliamentary and inter-agency attention.

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:

Some aspects of the project, such as the new arms management system for Police and RFMF as a result of ArmsTracker, are expected to be highly effective into the future. Also, the project directly addressed concerns about the ATT with those who held the concerns and has turned them into ATT supporters, which will be highly effective in enabling accession and further progress.

We are hopeful that other aspects, such as the legislative amendment proposals, can be progressed in the year ahead to ensure their effectiveness.

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

Explain your answer:

Many projects were delayed over the past year as a result of COVID and some highly destructive cyclones (such as TC Yasa and TC Ana). While one extension was necessary for this project, it suffered fewer delays and adapted better than most. Once scheduled, all meetings proceeded on time. The project remained on budget throughout.

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).

It is anticipated that this project will have the following impacts:

- As a result of increased support and concerns being overcome, that Fiji can proceed to ATT ratification (though this would be greatly assisted and accelerated with a final VTF grant);
- Reduced risk of stockpile diversion making Fiji even safer for all; and
- the first demonstration of ATT compliance by a Pacific State with a military (and therefore more arms transfers than most Pacific States), which helps encourage ATT compliance by other Pacific States.

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:

We are confident that the new arms management systems for Fiji Police and RFMF, which are in addition to those for Fiji Customs under a previous project will be sustained and that CAVR will continue to support these agencies, as they continue to do for Samoa long past their VTF project.

As above, the proposed legislative amendments will be sustained if we can get them approved by the Fijian parliament in the year ahead.

Overcoming concerns about the ATT (as mentioned above) significantly improves the sustainability of this project and potential effectiveness all other ATT compliance and accession work to come.

j 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 new arms management systems (ArmsTracker) will continue to be applied by Fiji Police and RFMF, with ongoing support from CAVR. This support and ArmsTracker features will be significantly improved if a further VTF grant is approved.

The legislative amendments and ATT accession will continue to be progressed where possible, though again this will be greatly expedited by a second and final VTF grant.

2. Final expenditure report

[Please complete the Worksheet titled 'input' in the VTF Expenditure Template – Final Report \(Fiji\) in Attachment 2.](#)

Certification – Fiji – Final Report to the ATT VTF, 2021

CAVR

For the purposes of this certification:

Grantee means Ministry of Defence and National Security

Consultant means Centre for Armed Violence Reduction (CAVR)

I, Joji Dumukuro, 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\$72,920.
4. The tax invoices (see #1.1, 1.2, 2.0, 4.0, 5.0 and 6.0) provided to the Grantee by the Consultant for the provision of services for the Grant project are available in the Final Report Share Folder.
5. The Consultant has received payment directly from the VTF Secretariat through the first two tranche payments for this project.
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 5/05/21

Joji Dumukuro

Security Advisor, Ministry of Defence and National Security

Certification – Fiji – Final Report to the ATT VTF, 2021

Office Experts Brayalei

For the purposes of this certification:

Grantee means Ministry of Defence and National Security

Consultant means Office Experts Brayalei

I, Joji Dumukuro, being a person duly authorised by the Grantee hereby certify that:

1. The Consultant was engaged by CAVR on behalf of the Grantee on or after the date the Grant Agreement was executed to deliver services to the Project. The Consultant assisted CAVR with ArmsTracker coding.
2. The service provided by the Consultant to the Grantee has been completed in accordance with the Grant Agreement.
3. The amount paid by CAVR on behalf of the Grantee to the Consultant for the provision of services to help implement the Grant project to date is US\$10,000.
4. The tax invoices (see #3.1 and #3.2) are provided in the Final Report Share Folder, as provided to the Grantee by the Consultant for the provision of services for the project.
5. A receipt from CAVR (see #3) is provided in the Final Report Share Folder confirming that the amount referred to in 3 above has been paid in full to the Consultant on behalf of 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 5/05/21

Joji Dumukuro

Security Advisor, Ministry of Defence and National Security

ATT Final Expenditure Report



Name of Grant Recipient: Fiji
 Department or Agency: Ministry of Defence and National Security
 Posting Date:

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.G2019.016FJI		
Reporting period	30.09.2019-20.12.2020		
Local Currency Code	AUD		
	Grant Received USD (1st instalment)		48'963
	Grant Received USD (2nd instalment)		42'108
	Grant Received USD (total)		91'071

<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 Fiji National Workshop, support the development of the National Action Plan, facilitate national workshop, and support project management activities.	1.1) 27 Mar 20 - Invoice for CAVR staff time from 30 Sep 19 - 27 Mar 20 (USD11,400) 1.2) 1 Feb 21 - Invoice for CAVR staff time from 28 Mar 20 - 20 Dec 20 (USD18,300)	30'000.00	42'927.08	0.6919	29'700.00	300.00	61'371.00
		Consultant	2	Expert to conduct review of Arms and Ammunition Act 2003, and support consultations with RFMF and parliamentarians	2.0) 1 Feb 21 - Invoice for review of Arms and Ammunition Act and proposed amendments	15'000.00	21'680.34	0.6919	15'000.00	-	46'371.00
			3	Technical expert to develop ArmsTracker for Republic of Fiji Military Force (RFMF), hold consultations, conduct customisation and provide on-going technical support	3.0) CAVR Bank Statement for proof of payment to Office Experts Brayalei 3.1) 31 Oct 19 - Office Experts Brayalei INV 6819 - \$11,508.75 (Only \$6,914.88AUD was charged from this invoice to this grant) 3.2) 08 Nov 19 - Office Experts Brayalei INV 6836 - \$7,647.75AUD (Only \$7,538.68AUD was charged from this invoice to this grant) N.B. OfficeExperts Brayalei was contracted by CAVR for a total of \$30k USD for the 3 projects funded by the VTF. 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 \$109.07AUD in the final total for all invoices and this was amount was paid for by CAVR.	10'000.00	14'453.56	0.6919	10'000.00	-	36'371.00
		National workshop	4	Additional resources developed for National Workshop	4.0) Workshop resources invoice. Dated 1/2/21. Amount \$16,130.17	11'160.00	16'130.17	0.6919	11'160.00	-	25'211.00
		Nadi rep. Consultations	5	Training and resources developed for consultations with Nadi reps.	5.0) Training - consultation invoice Nadi A. Dated 1/2/21. Amount \$1,271.91.	880.00	1'271.91	0.6919	880.00	-	24'331.00
		Labasa rep. Consultations	6	Training and resources developed for consultations with Labasa reps.	6.0) Training-consultation invoice Labasa A. Dated 1/2/21. Amount \$1,271.91	880.00	1'271.91	0.6919	880.00	-	23'451.00
		Equipment Costs	7	ArmsTracker software - permanently licensed to Fiji - to support record keeping and reporting activities for RFMF.	7.0) EC13.1 31 Oct 19 - Invoice for permanent license for ArmsTracker Fiji	15'000.00	21'680.34	0.6919	15'000.00	-	8'451.00
		Operating Costs - ATT WG	8	Refreshments for 1-day meeting (26 participants x 2 tea breaks)	Covered by Ministry of Defence (Receipt 18687 dated 17/11/20, FJ\$600)	500.00	-		-	500.00	8'451.00
			9	Materials for 1-day-meeting (including printing, stationery and photocopy facilities for # participants)	Covered by Ministry of Defence.	500.00	-		-	500.00	8'451.00
		Operating Costs - National workshop	10	Venue hire	10.0) Peninsula Hotel invoice. Portion for room hire FJ\$250. Date 16/10/20. File 10.1) is evidence of payment to the hotel.	2'700.00	250.00	0.4900	122.50	2'577.50	8'328.50
			11	Equipment hire (projector and screen)	Covered by Ministry of Defence.	800.00	-		-	800.00	8'328.50
			12	Lunch (20 participants)	10.0) Peninsula Hotel invoice. Portion for lunch FJ\$500. Date 16/10/20. See also file 10.1)	1'000.00	500.00	0.4900	245.00	755.00	8'083.50

			13	Coffee breaks (20 participants x 2 coffee breaks)	10.0) Peninsula Hotel invoice. Portion for morning and afternoon tea FJ\$400. Date 16/10/20. See also file 10.1)	500.00	400.00	0.4900	196.00	304.00	7'887.50
			14	Closing Reception for 25 participants	Not held due to COVID restrictions.	1'000.00	-		-	1'000.00	7'887.50
			15	Workshop materials (including printing, stationery, and photocopying facilities)	Covered by Ministry of Defence.	500.00	-		-	500.00	7'887.50
			16	Transportation for workshop participants	Covered by participants.	100.00	-		-	100.00	7'887.50
		Operating costs: Nadi + Labasa consultation	17	Refreshments for 1-day meeting	17.0) Transfer confirmation. Paid on 18/11/20	1'000.00	432.00	0.6919	298.89	701.11	7'588.61
						91'520.00	120'997.32		83'482.39	8'037.61	

* **Description 2 - Receipt or Invoice No. - Date:** include information on the date of the receipt received, as well as the receipt number. Also include additional information e.g. if the budget line item relates to an airfare, include the airline that issued the ticket, the departure city and arrival city etc.

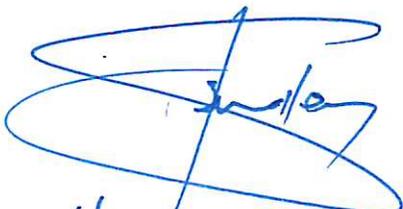
****Actual spend to date:** insert the actual amount spent on the budget item. If the item was paid for in local currency, insert the figure in the column headed 'Local amount', and it will automatically be calculated in USD. If the item was paid for in USD, enter the figure in the column headed 'USD'.

Signature:



Joji W Dumukuro
Ministry of Defence, National Security & Policing

Date: 11-Oct-21



Date:

02/11/2021

HEAD: ATT SECRETARIAT

RECONCILIATION

FJI - ATT.VTF.G2019.016FJI

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
Personnel costs	USD	USD	USD	USD	USD	USD	
Staff	30'000.00	11'700.00	18'000.00	29'700.00	300.00	61'371.00	99%
Consultant							
Expert to conduct review of Arms and Ammunition Act 2003, and support consultations with RFMF and parliamentarians	15'000.00	-	15'000.00	15'000.00	-	46'371.00	100%
Technical expert to develop ArmsTracker for Republic of Fiji Military Force (RFMF), hold consultations, conduct customisation and provide on-going technical support	10'000.00	10'000.00	-	10'000.00	-	36'371.00	100%
Additional resources developed for National Workshop	11'160.00	-	11'160.00	11'160.00	-	25'211.00	100%
Training and resources developed for consultations with Nadi reps.	880.00	-	880.00	880.00	-	24'331.00	100%
Training and resources developed for consultations with Labasa reps.	880.00	-	880.00	880.00	-	23'451.00	100%
Equipment costs							
ArmsTracker software - permanently licensed to Fiji	15'000.00	15'000.00	-	15'000.00	-	8'451.00	100%
Operating Costs							
ATT WG Refreshments for 1-day meeting	500.00	-	-	-	500.00	8'451.00	0%
ATT WG Materials for 1-day-meeting	500.00	-	-	-	500.00	8'451.00	0%
National Workshop Venue hire	2'700.00	-	122.50	122.50	2'577.50	8'328.50	5%
National Workshop Equipment hire (projector and screen)	800.00	-	-	-	800.00	8'328.50	0%
National Workshop Lunch (20 participants)	1'000.00	-	245.00	245.00	755.00	8'083.50	25%
National Workshop Coffee breaks (20 participants x 2 coffee breaks)	500.00	-	196.00	196.00	304.00	7'887.50	39%
National Workshop Closing Reception for 25 participants	1'000.00	-	-	-	1'000.00	7'887.50	0%
National Workshop materials (including printing, stationery, and photocopying facilities)	500.00	-	-	-	500.00	7'887.50	0%
National Workshop Transportation for workshop participants	100.00	-	-	-	100.00	7'887.50	0%
Refreshments for 1-day meeting(Nadi)(Labasa)	1'000.00	-	298.89	298.89	701.11	7'588.61	30%
Total Direct Costs	91'520.00	36'700.00	46'782.39	83'482.39	8'037.61	7'588.61	91%
Total Indirect Support Costs - 7%	6'406.40	2'569.00	3'274.77	5'843.77	562.63	7'025.98	91%
Total	97'926.40	39'269.00	50'057.16	89'326.16	8'600.24	7'025.98	91%

Amount of 1st installment	48'963.00
Amount of 2nd installment	42'108.00
Amount of 3rd installment	
Balance owing to VTF	- 1'744.84

[Signature]
[Signature] 02/11/2021
HEAD: ATT SECRETARIAT.