

WGTR

Assessment of the online reporting tool and  
the Information Exchange Platform

**Secretariat's survey: initial findings**

# Online reporting tool?

## Online reporting

The forms save automatically as you complete them, but there is also an option to manually save the document by pressing the 'Save' button at the end of the form.

### Initial Report

Report due 03.11.2021

Submit report online

### Annual Report for 2022

Report due 31.05.2023

Submit report online

If you prefer, you can also attach a file with a completed report (for example, for earlier years).

Upload file

**Restricted area of the ATT  
website  
(specific login needed)**

# Information Exchange Platform?

ation-exchange.html

SEARCH

CONTACT | MY PROFILE | CONTROL PANEL | LOG OUT

**ATT** ARMS  
TRADE  
TREATY

About ATT | Secretariat | Reporting | Events | Voluntary Trust Fund | Sponsorship Programme | Resources | **Restricted Area**

## Information exchange platform

This platform is designed to facilitate the exchange of information among States Parties and Signatories to the Arms Trade Treaty. It allows users to make announcements (e.g. requesting advice, information and/or assistance) and to comment on other users' announcements. Please contact the ATT Secretariat at [Info@thearmstradetreaty.org](mailto:Info@thearmstradetreaty.org) if you have any questions regarding the platform.

Find announcements

All categories | Newest first | Show

All | My announcements

Article 9 (transit or trans-shipment)	TEST: Communicating with suspect vessels	07-10-2019	<a href="#">Read more</a>		
Article 5 (national definitions)	National control list?	Central African Republic	04-04-2019	<a href="#">Read more</a>	

# Respondents to survey

**ATT** ARMS  
TRADE  
TREATY

Prepared by the ATT Secretariat

**Survey for States Parties to the Arms Trade Treaty**  
**Use of the ATT Information Exchange Platform<sup>1</sup> and the Online Reporting Tool<sup>2</sup>**

**Purpose:** This survey seeks feedback from States Parties on their experience, use and needs concerning the Information Exchange Platform and the online reporting tool (in the [Restricted Area](#) of the ATT website), and on options for their continuation and possible alternative tools. The survey was requested in the [CSP11 Final Report](#) to support the Working Group on Transparency and Reporting (WGTR) in its task to conduct an assessment of both functionalities and prepare recommendations for a decision at CSP12. The survey builds on the [WGTR Chair's report to CSP11](#), which noted the non-use of the Information Exchange Platform and a continued decline in use of the online reporting tool. The survey also includes a few questions related to the CSP11 encouragement of the ATT Secretariat to further facilitate the use of the ATT Reporting Templates and other ATT reporting guidance tools by optimizing their format, their provision on the ATT website and their dissemination.<sup>3</sup>

Please answer this survey from the perspective of your national ATT Focal Point or the competent authority most closely involved in ATT reporting and / or information exchange.

**PART I: General Information**

**Respondent information**

State Party:

Authorit(y) (ies) completing this survey:

Role(s) of respondent in ATT reporting and / or information exchange (tick all that apply):

Reporting focal point  
 Policy/legal support  
 Technical support  
 Other (please specify):

**Contact Persons**  
*This information is requested for follow-up purposes, in case of questions. Personal data provided will not be processed or disseminated publicly.*

Primary Contact Person		Secondary Contact Person (if applicable)	
Title (e.g. Mr., Ms., Dr, Other)	<input type="text"/>	Title (e.g. Mr., Ms., Dr, Other)	<input type="text"/>
First Name	<input type="text"/>	First Name	<input type="text"/>
Last Name	<input type="text"/>	Last Name	<input type="text"/>
Job Title	<input type="text"/>	Job Title	<input type="text"/>
Entity	<input type="text"/>	Entity	<input type="text"/>
Telephone number	<input type="text"/>	Telephone number	<input type="text"/>
E-mail	<input type="text"/>	E-mail	<input type="text"/>

20 States Parties

Africa (3) Americas (6), Asia (1), Europe (10)

Reporting focal points (+ policy, legal, technical)

# Use of Information exchange platform

**10/18**

aware + access

**5/18**

aware + no access

**3/18**

not aware

## Non use?

- Lack of awareness (6/12)
- Lack of knowledge about purpose (7/12)
- Technical difficulties (3/12)
- Other

# Features to increase use?

Sharing national implementation practices and information on matters of mutual interest

14/19

Discussion threads / forums by Working Group (agenda item / topic)

11/19

Exchanging information in the context of the Diversion Information Exchange Forum (DIEF)

13/19

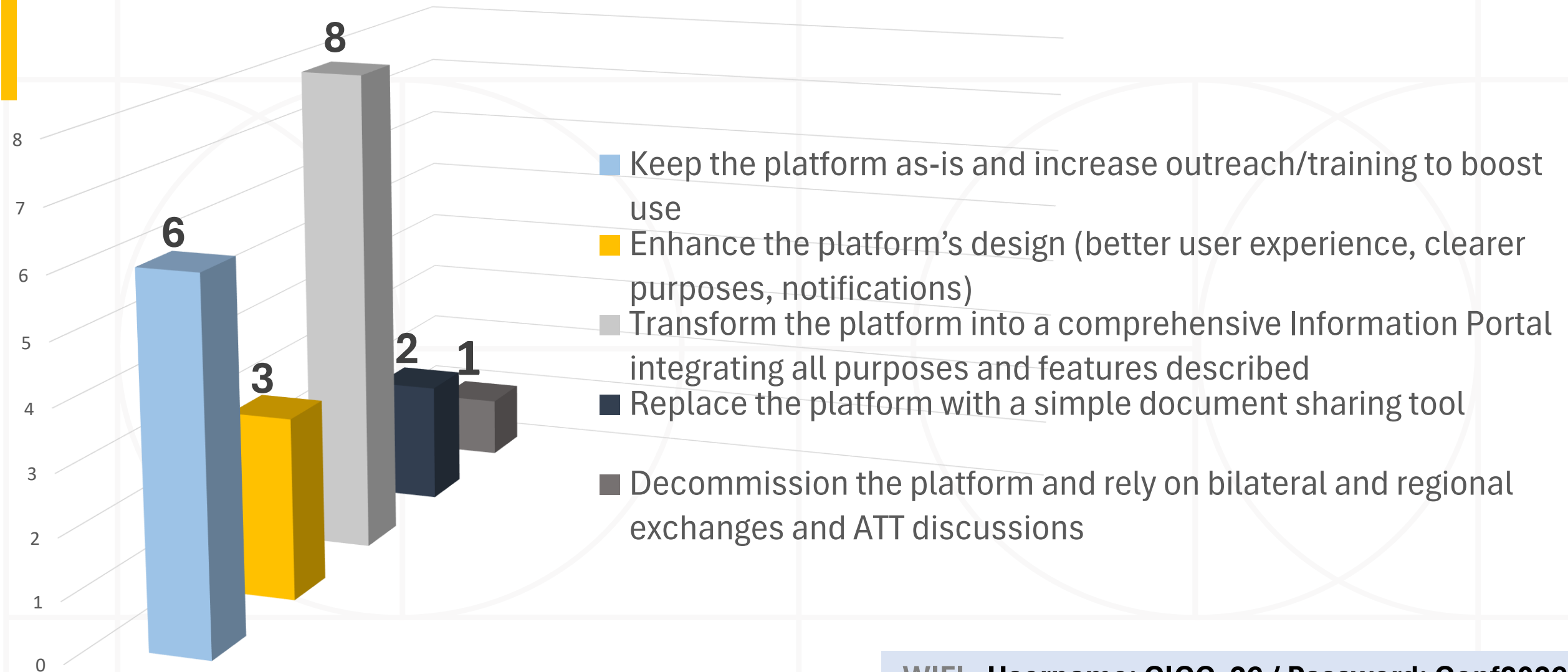
Searchable document repository with key words and metadata

10/19

Notifications / subscription to features or topics

9/19

# Options for continuation and alternatives



# Use of online reporting tool

**7/17**  
aware + use

**8/17**  
aware + no use

**2/17**  
not aware

## Non use?

- Lack of awareness or training (**7/13**)
- Preference for Word / PDF document that can be edited offline (**7/13**)
- National inter-agency process requires different format (**3/13**)
- Technical difficulties (**4/13**)
- Security concerns (**0/13**)
- Other

# Features to increase use?

Offline draft mode

10/16

Pre-filled fields from previous reports

9/16

Clear validation checks and descriptive error messages

9/16

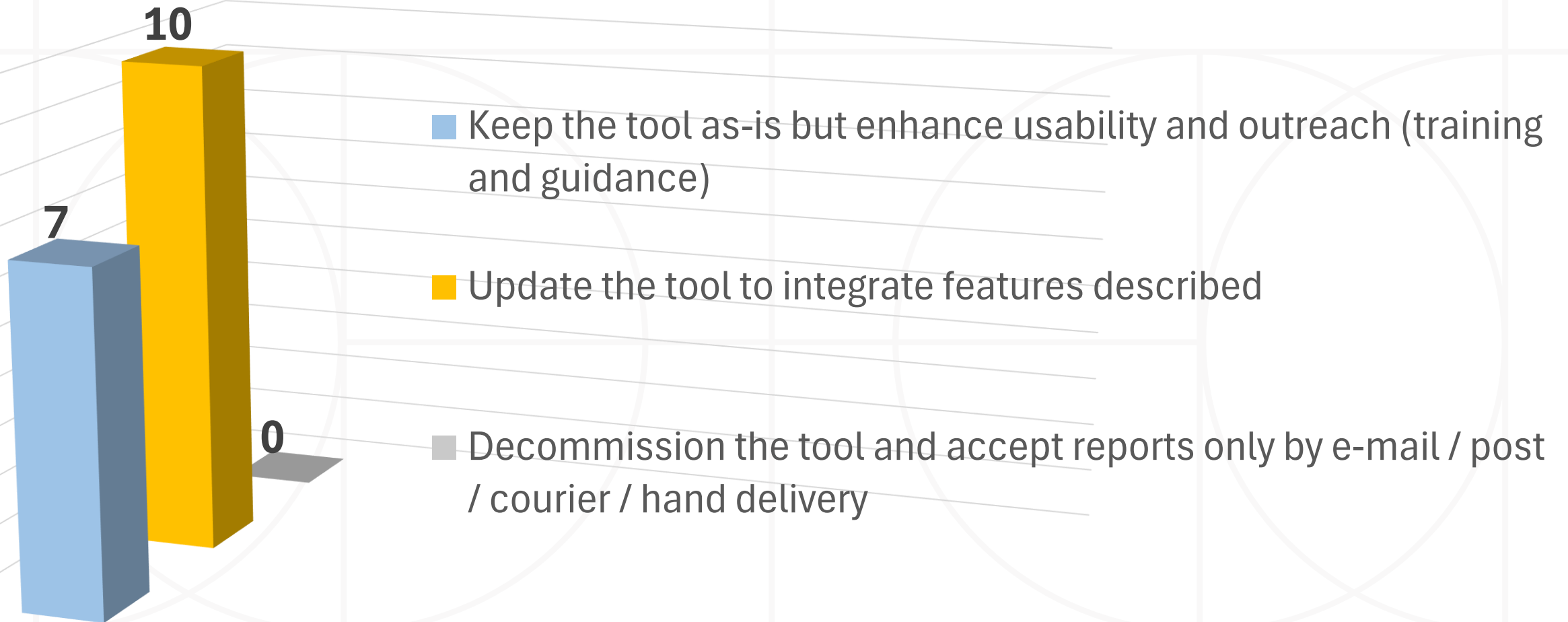
Built-in guidance and help texts

10/16

Machine-readable export/import “template” (e.g. Excel, CSV, XML, JSON) for file-based

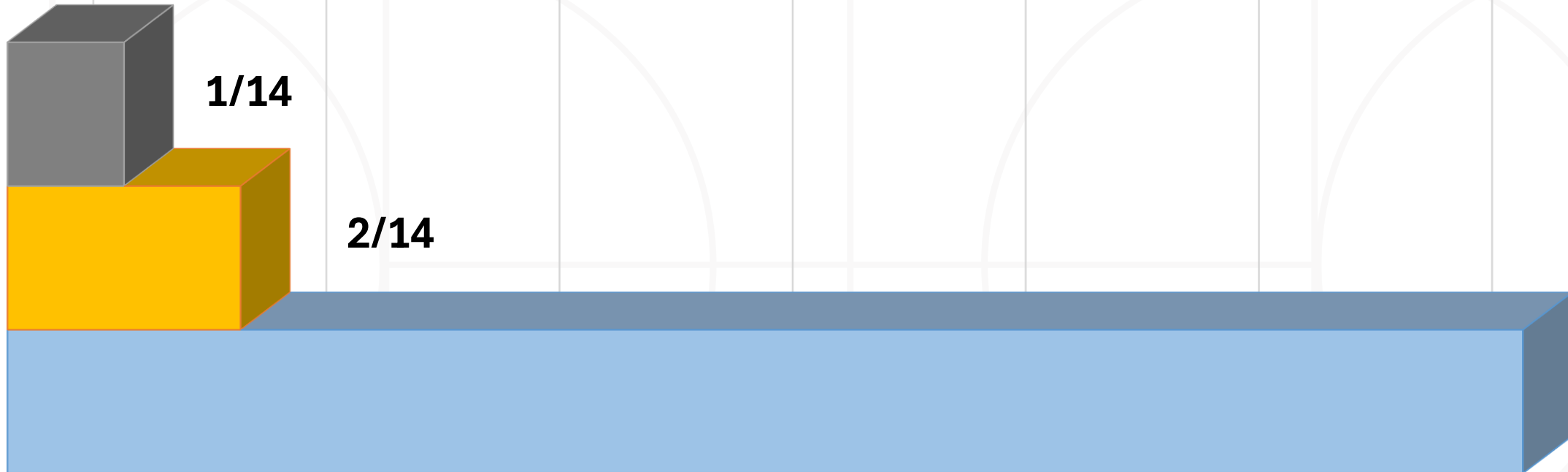
10/16

# Options for continuation and alternatives



# Additional reporting template format?

■ XML format   ■ CVS format   ■ Excel format



0

2

4

6

8

10

12

14

**13/14**

# Features to facilitate use?

## Annual Reporting Template

Including the Explanatory Notes and relevant Q&A from the 'FAQ'-document on annual reporting within the reporting tables as pop-up notes

12/14

Providing nil reporting forms (Annexes 3A and 3B) as stand-alone templates

5/14

Other

1/14

# Features to facilitate use?

## Initial Reporting Template

Operationalizing the International Assistance section

4/12

Enhancing the visibility of updates made to the report

11/12

Other

0/12

**End  
Questions?**

