

The Arms Trade Treaty  
Avenue de France 23  
CH-1202 Geneva  
16 March 2021

To : Representatives of States Parties to the Arms Trade Treaty.  
: Representatives of Signatory States to the Arms Trade Treaty.  
: Representatives of Observer States to the Arms Trade Treaty.  
: Representatives of International and Regional Organizations.  
: Representatives of Civil Society, NGOs and Industry.

Dear Distinguished Representatives,

**ANNOUNCEMENT: UPDATE REGARDING THE ATT WORKING GROUPS' MEETINGS AND CSP7 INFORMAL PREPARATORY MEETING (26-30 APRIL 2021)**

1. I refer to my letter of 22 February 2021 to all ATT stakeholders announcing the dates and format of the ATT Working Groups' meetings and informal preparatory meeting for the Seventh Conference of States Parties to the ATT (CSP7).

2. I write to provide you with an update regarding the schedule of meetings, the duration of sessions, the meeting agendas, the online platform for the virtual meetings, arrangements for side events, and documentation for the meetings.

***Schedule of meetings***

3. The ATT Working Groups' meetings will take place from 26-29 April and the CSP7 informal preparatory meeting will take place on 30 April. Each daily session will run from 12:00 pm – 15:00 pm Geneva time (CET). The attached schedule indicates the allocation of time and sequencing of the meetings (see Annex A).

***Agenda for the meetings***

4. The agendas for the ATT Working Group meetings and the CSP7 informal preparatory meeting will be adapted to the reduced time allocated to each meeting. The agendas for the Working Group on Treaty Universalization (WGTU) and the Working Group on Transparency and Reporting (WGTR) will be circulated by the Co-chairs of those Working Groups in advance of the April meetings. The agendas of the WGETI Sub-working Groups are contained in the multi-year workplans for the Sub-working Groups agreed by States Parties in February 2021 (available on the website: [here](#)).

5. In light of the reduced time allocated to each meeting due to the exceptional and unprecedented (virtual) format of the meetings, some topics and discussions of the ATT Working Groups may be addressed and or continued in further virtual informal consultations, or be postponed to the CSP8 cycle.

6. The draft agenda for the CSP7 informal preparatory meeting is attached (see Annex B).

### ***Platform for the meetings***

7. As announced in my correspondence of 22 February 2021, States Parties have agreed to hold the ATT Working Group meetings and CSP7 informal preparatory meeting virtually.
8. Following careful consideration and a comparative analysis of available options by the ATT Secretariat, I confirm that an adapted version of Zoom will be used, with the following features:
  - a. **Interpretation.** Interpretation into all six UN languages will be available.
  - b. **Recording.** All meeting sessions will be recorded and will be made available on the ATT website following the meetings.
  - c. **Testing.** The ATT Secretariat will provide an opportunity for all prospective participants to test their connectivity with the meeting platform in advance of the April meetings, to ensure they can access and participate in the meetings. In the coming weeks the ATT Secretariat will communicate a schedule indicating the timing and details of testing opportunities, which will be provided to each region.

### ***Side events***

9. As there will not be an in-person meeting in Geneva for the April meetings, it will not be possible to hold in-person side events in Geneva. However, as indicated in the attached schedule, it is anticipated that virtual side events will take place following the close of the formal session each day, from 15:00 pm. Any State or organization that wishes or plans to hold a virtual side event or webinar during the week of 26-30 April 2021 is welcome to inform the ATT Secretariat of the event by sending an email to: [info@thearmstradetreaty.org](mailto:info@thearmstradetreaty.org), and the ATT Secretariat will post the information on the CSP7 preparatory process webpage for all stakeholders to consult.
10. Please be advised that side event organisers will be responsible for hosting and facilitating such virtual events and are requested to include the following information in their notification to the ATT Secretariat:
  - a. Title of the event,
  - b. Date of the event,
  - c. Time (including time zone), and
  - d. Access link (including a password, if required to access the event).

### ***Documentation for the meetings***

11. The documentation for the ATT Working Groups' meetings and CSP7 informal preparatory meeting will be circulated to all stakeholders by the ATT Secretariat in advance of the meetings and will be made available on the dedicated ATT webpage ([here](#)).
12. I look forward to working with you all in the coming weeks towards a successful series of ATT meetings in April.
13. I avail myself of this opportunity to renew the assurance of my highest consideration.

Yours faithfully,



**Ambassador Lansana GBERIE**  
**President: Seventh Conference of States Parties to the ATT**

ANNEX A

**SCHEDULE OF WG MEETINGS & CSP7 INFORMAL PREPARATORY MEETING: 26-30 APRIL 2021**

	Monday	Tuesday	Wednesday	Thursday	Friday	
12:00 – 13:00	Thematic discussion (President’s theme)	WGETI Sub-working Group on Article 9	WGETI Sub-working Group on Article 11	WGTR	CSP7 Informal Preparatory Meeting	12:00 – 13:00
13:00 – 14:00	WGETI Sub-working Group on Articles 6&7	WGETI Sub-working Group on Article 9	WGETI Sub-working Group on Article 11	WGTR	CSP7 Informal Preparatory Meeting	13:00 – 14:00
14:00 – 15:00	WGETI Sub-working Group on Articles 6&7	WGTU	WGTR	WGTR	CSP7 Informal Preparatory Meeting	14:00 – 15:00
<b>SIDE EVENTS</b>	<i>tbc</i>	<i>tbc</i>	<i>tbc</i>	<i>tbc</i>	<i>tbc</i>	<b>SIDE EVENTS</b>

Arms Trade Treaty  
**Seventh Conference of States Parties**  
 Geneva, 30 August – 03 September 2021

**DRAFT ANNOTATED AGENDA**

**CSP7 INFORMAL PREPARATORY MEETING**

**30 April 2021, 12:00-15:00**

**VIRTUAL**

	<b>Item</b>	<b>Annotation</b>	<b>Est. Time</b>
1.	Opening of the meeting and adoption of the agenda	The meeting will be opened by the CSP7 President	12:00 – 12:10
2.	Overview of the implementation of the CSP6 decisions	The ATT Secretariat will provide an overview of the status of implementation of the decisions taken by CSP6	12:10 – 12: 25
3.	Progress reports of ATT subsidiary bodies		
a.	Voluntary Trust Fund (VTF)	The Chairperson of the VTF Selection Committee and the ATT Secretariat will report on the status of operation of the VTF including an update on funded Treaty implementation projects and applications for the 2021 project cycle.	12:25 – 12:55
b.	Working Group on Effective Treaty Implementation (WGETI)	The Chair of WGETI will report on the status of discussions and exchange of views during the sessions of the three WGETI sub-working groups	12:55 – 13:05
c.	Working Group on Transparency and Reporting (WGTR)	The Co-Chairs of WGTR will report on the status of discussions and exchange of views during the WGTR session	13:05 – 13:15
d.	Working Group on Treaty Universalization (WGTU)	The Co-Chairs of WGTU will report on the status of discussions and exchange of views during the WGTU session	13:15 – 13:25

	e. Management Committee (MC)		
	i. Proposed guidelines on the issue of 'arrangements with the Secretariat in relation to the discharge of its financial obligations' (reference Financial Rule 8.1.d) for consideration at CSP7	This session will commence with the ATT Secretariat overview presentation on the status of ATT finances (including the Sponsorship Programme).  Following this, the MC will present proposed draft guidelines on the issue of making financial arrangements with the Secretariat	13:25 – 14:35
4.	Consideration of the CSP7 draft agenda	During this item, the meeting will be invited to consider the draft agenda items for CSP7	14:35 – 14:50
5.	Conclusion		14:50 – 15:00

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