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Twelfth Conference of States Parties

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REPORT ON THE ATT SECRETARIAT'S WORK FOR THE PERIOD 2025/2026**INTRODUCTION**

1. This report is submitted by the ATT Secretariat in accordance with its reporting obligation to the Conference of States Parties contemplated in Article 18 (3) of the Arms Trade Treaty (ATT) and Section 2 of the Directive of States Parties to the ATT Secretariat issued under document ATT/CSP1/CONF/3.
2. The report covers the ATT Secretariat's work for the period immediately after the Eleventh Conference of States Parties (CSP11) up to the Twelfth Conference of States Parties (CSP12).

MANDATE

3. The mandate of the ATT Secretariat is to assist States Parties in the effective implementation of the Treaty. The ATT Secretariat executes this mandate by undertaking the following specific responsibilities set out in Article 18 (3) of the Treaty:
 - a. Receive, make available and distribute the reports as mandated by this Treaty;
 - b. Maintain and make available to States Parties the list of national points of contact;
 - c. Facilitate the matching of offers of and requests for assistance for Treaty implementation and promote international cooperation as requested;
 - d. Facilitate the work of the Conference of States Parties, including making arrangements and providing the necessary services for meetings under this Treaty; and
 - e. Perform other duties as decided by the Conference of States Parties.
4. In addition to the responsibilities set out above, the ATT Secretariat also performs the following responsibilities:
 - a. Administers the Voluntary Trust Fund (VTF) in accordance with its mandate from the VTF Terms of Reference and Administrative Rules. This function entails the establishment of the VTF and maintenance of all processes and activities essential for the effective and efficient functioning of the Fund.

- b. Administers the ATT sponsorship programme in accordance with the decision of CSP4 to entrust the ATT Secretariat with the administration of the ATT sponsorship programme (see paragraph 34 of the [Final Report](#) of CSP4 held from 20-24 August 2018).
- c. Manages a dedicated project to support ATT implementation in the following priority areas: the prevention of diversion of conventional arms, the providing of tailored assistance to strengthen national systems, and the enhancement of transparency and information exchange. This project is funded by the European Union through [Council Decision CFSP 2025/2367](#) of 20 November 2025.

THE ATT SECRETARIAT'S WORK IN THE REPORTING PERIOD

5. In the reporting period, the ATT Secretariat undertook the activities listed hereunder in fulfilment of its responsibilities.

6. Administrative Support

- a. To further advance the ATT transparency and reporting objectives, the ATT Secretariat managed the system for sending notifications, receiving and posting Initial and Annual reports submitted under Article 13 of the ATT, national control lists established under Article 5 (4), and national point(s) of contact notified to it under Article 5 (6) of the Treaty.
- b. Managed the system for providing reminders to States Parties with regard to forthcoming reporting deadlines.
- c. To uphold good governance and realize value for money, the ATT Secretariat implements the ATT Procurement Policy in its procurement of goods and services under the oversight of the Management Committee.
- d. Provided support to and executed directives of the Management Committee on matters falling under its oversight responsibility.
- e. Maintained interface arrangements between the ATT Secretariat and the Geneva Centre for Security Sector Governance (DCAF) with regard to matters related to human resources, IT and central support services in the context of the standing Administrative and Financial Arrangements between the ATT Secretariat and the Swiss government.
- f. Responded to telephone and email inquiries from States and the general public regarding the ATT process.

7. Financial Management

- a. In October 2025, prepared and issued invoices to States for financial contributions to the ATT 2026 budget adopted by CSP11. Alongside this effort, also updated and posted on the ATT website the ATT financial rollover register for transparency purposes.
- b. In March 2026 and pursuant to Rule 8 of the ATT Financial Rules, prepared and circulated reminders to all States with outstanding assessed contributions. Between May and June 2026, issued a second reminder.

- c. Prepared a presentation to facilitate discussions during the CSP12 Informal Preparatory Meeting regarding financial contributions to ATT budgets, patterns of payment and implications for financial viability of the ATT.
- d. On a quarterly basis, updated and published on the ATT website the status of ATT financial contributions for transparency purposes.
- e. Prepared the 2027 budget estimates for the ATT Secretariat and the Twelfth Conference of States Parties (CSP12) which, following review by the Management Committee, were presented to States Parties on 26 May 2026 for consideration at CSP12.
- f. Managed the ATT budget and provided regular updates to the Management Committee and States. Furthermore, consolidated the established processes for expenditure control.
- g. Pursuant to Rule 10 of the ATT Financial Rules, facilitated the auditing of financial statements for the ATT Secretariat, the VTF and the ATT Sponsorship Programme by *Forvis Mazars*, the independent ATT auditors. It is worth noting that the ATT Secretariat has consistently achieved favourable (clean) audit outcomes in all audited workstreams mentioned above.

8. Status of implementation of tasks allocated by CSP11

- a. Made available on the ATT website all documents by ATT subsidiary bodies that were considered and noted by CSP11 to assist States in their ATT work.
- b. Provided substantive and administrative support to all ATT Working Groups in taking forward the implementation of their programme of work endorsed by States Parties.
- c. Continued engaging with relevant industry actors to involve them in ongoing discussions within the Working Group on Effective Treaty Implementation (WGETI) regarding their role in responsible arms transfers.
- d. Identified the relevant sections of the Voluntary Guide to Implementing Articles 6 & 7 of the ATT which address the implementation of Article 7 (4) to be released after CSP12 as a separate GBV fact sheet (including the additional guidance under discussion).
- e. Continued its initiatives to support reporting compliance, including its project of voluntary practical bilateral and regional assistance with reporting (peer-to-peer), the optimization of reporting guidance tools and reporting-related activities under its Implementation Support Project (see below).
- f. Conducted a survey among States Parties concerning the use of the Information Exchange Platform and the online reporting tool and provided a report to the Working Group on Transparency and Reporting (WGTR) on the outcomes of this survey.
- g. Supported the CSP12 President's efforts to promote Treaty universalization and strengthened its engagement with the Inter-Parliamentary Union.

- h. Supported the ATT Extended Bureau in issuing a call for proposals for the development of elements of a five-year strategy for the ATT and facilitated two informal virtual consultations before CSP12.
- i. Supported the Management Committee in the appointment of the newly established ATT Gender Focal Points.
- j. Supported the Management Committee in its efforts to explore options for more-cost effective interpretation services, venues with stringent security standards and better suited to typical attendance levels and ways to monitor remote participation more effectively.
- k. Conducted an intersessional briefing session for Geneva-based Points of Contact in the run-up to the Working Group meetings.

9. Preparations for the Twelfth Conference of States Parties (CSP12)

- a. Developed and/or edited documents for the CSP12 preparatory meetings and intersessional consultations. This included the translation of the documents.
- b. Issued notices and circulated documents for the CSP12 preparatory meetings to States Parties, Signatory States and Observer States, international and regional organisations, civil society and industry.
- c. Managed the logistical arrangements and related matters including translation and interpretation services for the CSP12 preparatory meetings. This included ensuring the availability of remote interpretation on the livestreaming platform during the CSP12 Working Group Meetings and Informal Preparatory Meeting.
- d. Managed the publication of documents and communication for the CSP12 preparatory meetings and intersessional consultations on ongoing topics.
- e. Provided procedural, technical and substantive support to the CSP12 President, the vice-Presidents, the Working Groups' Co-chairs and Facilitators, the Gender Focal Points as well as the Management Committee.
- f. Provided administrative and substantive support to the three established ATT Working Groups and the Diversion Information Exchange Forum (DIEF).
- g. Managed the CSP12 conference services with respect to venue arrangements, participants' registration, translation of documents, interpretation services, technical services, management of side events, exhibitions and related procurement aspects. This included ensuring the availability of interpretation on the livestreaming platform used for the conference.

ATT VOLUNTARY TRUST FUND (VTF)

10. In its capacity as the Administrator of the VTF, contemplated in the VTF Terms of Reference and Administrative Rules, the ATT Secretariat undertook the following activities:

- a. Collaborated with the VTF Chairperson in undertaking VTF outreach activities.

- b. In November 2025, prepared and circulated the VTF call for contributions to the 2026 project cycle.
- c. In September 2025, prepared and circulated the VTF call for project proposals for the VTF 2026 project cycle with the deadline set for 26 January 2026.
- d. In April 2026, conducted the pre-screening exercise on the received VTF project proposals for the 2026 VTF project cycle, and submitted a shortlist to the VTF Selection Committee.
- e. Monitored the implementation of the projects approved during the 2019 to 2025 VTF project cycles including tracking of project performance and financial expenditure.
- f. Prepared all communication to VTF applicants advising of the VTF Selection Committee outcomes.
- g. Negotiated and signed donor agreements with various donors to the VTF.
- h. Prepared and submitted necessary reports to the VTF Selection Committee and to donors.
- i. Set up a framework for negotiation and preparation of grant agreements between the ATT Secretariat and the successful applicants under the 2026 VTF project cycle.
- j. Facilitated the transfer of grants to the grant recipients in accordance with the terms of the grant agreements.
- k. Prepared the VTF evaluation report for the completed projects that received funding in multiple VTF cycles.
- l. Maintained a bank account and financial management system dedicated to the VTF workstream to facilitate financial efficiency, transparency in accounting and favourable audit outcomes.
- m. Prepared a report to CSP12 on the status of operation of the VTF.

ATT SPONSORSHIP PROGRAMME (SP)

- 11. In accordance with the CSP4 decision entrusting the ATT Secretariat with the administration of the ATT Sponsorship Programme, the ATT Secretariat undertook the activities listed hereunder.
- 12. With respect to the management of sponsorship funds:
 - a. Prepared and issued the 2026 funding proposal and call for contributions to the ATT Sponsorship Programme in November 2025.
 - b. Maintained a bank account and financial management system dedicated to the programme to facilitate financial efficiency, transparency in accounting and favourable audit outcomes.

- c. Allocated up to 8%¹ of the sponsorship funds received to the administration of the ATT sponsorship programme.
 - d. Prepared a report to CSP12 on the status and implementation of the ATT Sponsorship Programme.
13. With respect to the selection of delegates to be sponsored, the ATT Secretariat:
- a. Advertised the ATT Sponsorship Programme and issued an invitation to apply for ATT sponsorship in December 2025 for the CSP12 Working Group Meetings in March 2026, and in May 2026 for CSP12.
 - b. In line with the draft Administrative Guidelines, pre-screened applicants to be sponsored on the basis of the *General Principles for Selection of Delegates to be Sponsored by the ATT Sponsorship Programme*, and presented to donors a shortlist of eligible applicants for input prior to final selection and communication of the outcomes of the selection process to applicants.
14. With respect to the technical management of the ATT sponsorship programme, the ATT Secretariat has provided the following services to sponsored delegates in accordance with the *ATT Sponsorship Programme: Financial Protocol*:
- a. Booked and issued flight tickets for sponsored delegates;
 - b. Booked and paid for accommodation for sponsored delegates;
 - c. Paid allowances (per diems) for expenses (lunch and dinner) to sponsored delegates;
 - d. Paid terminal allowances (for ground transportation) to sponsored delegates;
 - e. Where necessary, provided a letter in support of a delegate's visa application; and
 - f. Organised and hosted a briefing day for ATT sponsored delegates to the CSP12 Working Group Meetings.

ATT IMPLEMENTATION SUPPORT PROJECT (ISP)

15. In accordance with its direction giving and management role of the ATT implementation support project, the ATT Secretariat undertook the activities listed hereunder in the context of the [EU Council Decision \(CFSP\) 2023/2296](#).
16. With respect to the first activity, capacity building for national and regional ATT experts (training the trainers): Organised and facilitated one regional workshop in Livingstone (Gambia) in October 2025 and a global peer-learning workshop in Geneva held in November 2025.
17. Concerning the second activity, capacity building for ATT reporting:

¹ These funds are committed to, *inter alia*, advertising the ATT Sponsorship Programme, procuring services associated with the ATT Sponsorship Programme including the engagement of a travel agency, hiring additional (temporary) staff to assist sponsored delegates with their participation in meetings, and communication costs associated with the ATT Sponsorship Programme.

- a. The existing FAQ Reporting document was reconceptualized into an interactive user-friendly resource suitable for both print and web-based dissemination. This document was translated into French and Spanish.
 - b. The first phase of an e-learning course on ATT annual reporting was developed, with the aim to support remote capacity building and facilitate understanding of reporting obligations.
18. Regarding the third activity, operationalization of the needs and resources database for ATT implementation:
- a. Prioritized strengthening the enabling conditions for effective matching. This included collecting structured user feedback, refining database functionality, and conducting systematic follow-up with States Parties that submitted requests for assistance.
19. In the context of the [EU Council Decision \(CFSP\) 2025/2367](#), the Secretariat organized and hosted the first regional expert meeting on diversion information exchange in Brasilia (Brazil) in June 2026 and finalized the e-learning course on ATT annual reporting, which will be released in September 2026.
