



PARLIAMENTARY FORUM

ON SMALL ARMS AND LIGHT WEAPONS

TARGETING SMALL ARMS

Overcoming obstacles to development, democracy and full enjoyment of Human Rights

Report of Activities

January 1st 2012 – December 31st 2012

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Executive Summary

This is the final report for the activities and outputs resulting from the agreement between the Spanish Ministry for Foreign Affairs and the Parliamentary Forum on Small Arms and Light Weapons (hereinafter 'The Forum') for the contribution of Euro 5000 for the year 2012. The report also accounts for activities developed which were partially funded by the Forum's other donors; the Folke Bernadotte Academy and the Swedish Ministry for Foreign Affairs.

For this report it should be noted that in 2012 the funding from the Swedish government was moved from Sida to the Ministry of Foreign Affairs. However this process took longer than expected and thus lead to a significant gap in funding.

This report accounts for all activities implemented by the Forum during 2012. Due to the gap in funding, the implementation period¹ was short which explains the need to postpone some activities and prioritizing those which had a good balance in terms of impact, cost and benefit.

The level of activities has therefore varied over the course of the year. The first 5 months were labour intense with national seminars held in the Swedish Parliament as well as a larger regional meeting for the Middle East and North Africa region held in Erbil, Iraq (the latter funded by The Folke Bernadotte Academy). In addition, February and March were largely spent on drafting a project application for 2012 and reporting for 2011.

During the summer months the level of activities were reduced drastically until new funds were secured in September and a second programme officer could be hired and start work immediately. This provided the secretariat with two full time programme officers, which meant that the anniversary publication could be produced and the General Assembly could be held in December as expected.

The last three months of the year have thus been particularly active with regards to implementation of activates but also in terms of preparatory work for 2013.

The Secretariat decided to continue with the activities that could not be performed during this implementation period which means that all necessary groundwork has been done for implementation in 2013. The report clearly states which activities have been implemented and which will be carried over to 2013.

Overall, the project has achieved very positive results despite the low budget and short implementation period. 4 out of 5 intervention strategies proposed have been fulfilled.

The unique role of the Parliamentary Forum on SALW is to facilitate, support and encourage parliamentarians to grow in their responsibility to address and reduce the threat of small arms. Due to the insecure funding situation in the beginning of 2012 and the fact that this year marked the 10th anniversary of the Forum, particularly focus was made on the General Assembly and the 10 Years Anniversary Publication linked to the General Assembly.

By ensuring a broad global representation at the General Assembly and a comprehensive presentation in the Anniversary Publication, it was possible to consolidate the Forum and lay a foundation for a strong performance of the Forum in the years to come. This also meant that the General Assembly, which was held in Sveriges Riksdag for practical reasons as well as reflecting the strong Swedish commitment to the work, became more expensive compared to the budget. This extra cost will be covered by the Forums own resources, and should, in combination with the program funding of the Swedish Ministry For Foreign Affairs, be seen as an investment to re-mobilize this parliamentary network in connection with the 10th Anniversary.

¹ The implementation period relates to those periods when the Forum had funds to perform activities. That is; starting in January 2012 to May 2012 and from end of September 2012 to January 2013.

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1. Introduction

This is the final report for the activities and outputs resulting from the agreement between the Spanish Ministry for Foreign Affairs and the Parliamentary Forum on Small Arms and Light Weapons (hereinafter 'The Forum'), for the contribution of Euro 5000 for the period of 1st of January 2012 to 31st of December 2012² ³(see appendix 1 for a Summary of activities).

The report also accounts for activities developed which were partially funded by the Forum's other donors; the Folke Bernadotte Academy and the Swedish Ministry for Foreign Affairs.

The overall objective of the project was to promote security and peaceful development by limiting and preventing the proliferation of Small Arms and Light Weapons (SALW) through parliamentary action. Based on this objective, the operational purpose of the organisation is to utilise the qualities that parliamentarians' dispose of, related to advocacy, international agreements, oversight of governments and strengthening of national legislation in order to combat the proliferation of SALW. In this regard, the Forum constitutes a platform for policy shaping, dialogue, information exchange, capacity building and the advancement of the SALW agenda.

Policy-shaping and capacity-building

The Forum's work rests on two pillars: policy-shaping and capacity-building. While the former attends to the function of common political construction between the members, the latter focuses on enhancing knowledge and putting in place resources for the members. The aims of policy-shaping and capacity-building are mutually complementary and reinforcing.

The policy statements are a democratic tool for policy making, allowing the members to discuss and agree on policy guidance for the Forum and once in place they give space for the President, individual members and the secretariat to act on behalf of the Forum within the guidelines set.

The statements are initiated by the members and consolidate the decision making function of the Forum while at the same time making the Forum more politically relevant. When members take part in national and international debates, they speak not only for themselves but on behalf of a large group of parliamentarians from all over the world who have deliberated together and decided on a shared position.

The policy statements reflects the wisdom of parliamentarians from different countries and context coming together to reflect on how the problems identified could be addressed. Hence, a new policy statement is an advice to other parliamentarians on current issues and concerns. It is also a tool which can guide parliamentarians in their own policy making, inspire to introduce new legislation, write op-eds, give speeches or seek cooperation on specific issues with civil society organisations.

The basic methodology of the Forum's activities related to policy making and capacity building has always been an exchange between parliamentarians, and liaising with Governmental Organisations, Non-Governmental Organisations (NGO's) and International Organisations.

In terms of developing capacity among parliamentarians in order to effectively tackle problems with SALW, the Forum has since the very beginning focused on providing practical and technical support to parliaments and parliamentarians. Support ranges from drafting texts, speeches or talking points for presentation in national floor debates, interpellations, international conferences and newspaper articles to expert help in renewing and improving national legislation.

² See appendix 1 for a list of activities.

³ The report also accounts for activities developed, which were partially funded by other donors.

National, Regional and International work

Every year, three to four larger regional inter-parliamentary conferences are held where 20-40 parliamentarians meet and discuss current topics and participate in capacity building workshops. Aside from topics especially aimed at the region for which the seminar is held, recurring topics have been privatisation of security, parliamentary oversight of stockpile management and gender and SALW which are further described later in this chapter. Between these and on a day to day basis, several national activities are also held to ensure and support parliamentary action on the ground and Forum members participate in the international SALW-process, particularly in the UN process.

Based on this underlying working methodology, the Forum developed five intervention strategies structured around its overall objective;

- Enhanced policy framework for SALW control at national level and regionally harmonized laws on SALW
- Developed parliamentary capacities to address SALW issues
- consensus on SALW at international level
- Increased public awareness of SALW violence, its impacts, and parliamentary action
- Increased exchange on SALW-related issues among parliamentarians

'Targeting Small Arms' was developed with the aim of enabling parliamentarians to act at national, regional and international levels. The project sought to provide around 300 parliamentarians (members of the Forum or not) and their staff with expertise, technical support, capacity building, as well as a platform for dialogue and exchange. In this report, the Forum will summarize the activities organized to reach the proposed objectives.

2. Description of the Action

a. Objectives and Outcomes

Overall objective

Through preventing and reducing SALW-related violence, this project contributes to the reaching of higher development standards, enhanced implementation of human rights, improved respect for good governance principles, as well as increased levels of human security.

Purpose

Parliamentarians intervene locally, regionally and internationally to effectively contribute to diminish SALW-related violence.

Specific objectives

1. Enhance the policy framework for SALW control at national level and regionally harmonize laws on SALW
2. Develop further parliamentarians' capacities to address SALW issues
3. Contribute to the building of a consensus on SALW at international level
4. Increase public awareness of SALW violence, its impacts, and Parliamentarians' action
5. Increase in the quantity and quality of exchanges on SALW-related issues among parliamentarians

b. Activities and outputs

The project was structured around five intervention strategies related to the specific objectives mentioned above, whose logics are described below. The proposed activities, or actions, included as a part of each strategy were indicative and some of them were amended within the framework of the intervention logic due to feasibility or strategic reasons. The accomplishments achieved during the implementation period are presented after each intervention strategy.

Intervention Strategy 1: Improving and harmonizing the policy framework for SALW control

Proposed action: This intervention strategy was built upon past achievements of the Parliamentary Forum with regards to the development of the policy framework for SALW-related violence reduction at national and regional levels. Specifically, this intervention had two goals:

1) The first goal was aimed at identifying, documenting, and publicizing lessons-learned and best practices of parliamentary actions on SALW, in particular with regards to the **Model Law**⁴. The strategy included the idea of furthering the work with the Model Law in Latin-America as well as spreading the lessons learnt into new regions of engagement.

➤ Output 1: evaluation report including recommendations for further action

2) The second goal was to continue the dialogue with the US Congress,⁵ stakeholders and the National Rifle Association (NRA) through exchange of correspondence and meetings in search for a possible common position on the illicit arms transfer across the US-Mexican border.⁶

➤ Output 2: Reports on meetings and letter/emails with US Congressmen and the NRA and possible proposed legislation. One meeting in Washington will take place between the US Presidential elections at the end of the year.

Accomplishments

- ✓ Output 1: Evaluation Report of the Model law: Substantial groundwork has been done to pave way for a thorough investigation on the progress of the Model Law.

Five years after the approval of the approval of the law the time is ripe to make a substantial follow up to the work and systematically analyse to what extent countries and to what level of success countries in the region have used the Model and adopted the criteria.

Parliamentarians, experts, NGOs and advisers have been contacted with the aim of developing a strategy to evaluate the Model Law. The project will be implemented through four steps. First it includes an evaluation report i.e. a systematic baseline study on the

⁴ The PARLATINO Model Law on Firearms, Ammunition and Related Material was developed by the Forum in cooperation with Viva Rio, CLAVE and Swefor. It was adopted by Parlatino in 2008. For more information see the application to The Swedish Ministry of Foreign Affairs September 2012.

⁶ Through previous activities, the Forum has identified three regions where a model law could bring about great improvements in the legal framework and parliamentarians have expressed a strong interest for such initiative: East Africa, Central Africa or Middle East and North Africa (MENA).

adoption of criteria of the Model Law by country and their experiences i.e. lessons learned, best practices, etc. Second, it will identify key countries for further work. This would include countries which have a) started a legislation reform process (using the Model Law or not) but for some reason come to a halt or b) countries which are in critical need of legislation reform. Within the project time, a legal expert will work with national legislators to help the process along. The third step consists of the elaboration of a guide-book to help parliamentarians in their legislative work with the implementation of the provisions of the Model Law. The guide will assist legislators in detecting loopholes and will be used in participatory workshops for legislators, authorities, NGOs and experts where participants will use the guide and learn how to effectively revise their national legislation. Finally the project will explore other regions which would benefit from having a similar technical tool for legislation reform and harmonization.

The ideas have been condensed into a concept note which was developed during the implementation period by the Forum secretariat in consultation with member parliamentarians, experts on the Model Law and partners. The implementation will take place in 2013 and beyond as it was practically impossible to start the project during the last three months of 2012 as other activities were prioritised (the concept note can be found in appendix 2).

- ✓ **Output 2: US – Latin America dialogue:** During 2012, contact has been maintained with Congressman James McGovern who recommended waiting until after the presidential election to hold any public activity. The Forum agreed that this was the best decision in order to achieve long term goals, although it would mean postponing this (budgeted) activity until after the implementation period. Working in a political environment, especially in such a sensitive setting as the US debate on arms, means that the Forum must always be careful with when, where and how to implement its activities as the contrary can result in very limited impact or even have damaging effects.

Upon receiving the positive confirmation of funding from the Swedish MFA, the Board requested a follow up-seminar in Washington in spring of 2013, asking his advice on timing and profile. McGovern gave a positive reply stating his interest in hosting an event on 20 or 21 of March, 2013 focused on Latin America arms-trafficking.

With regards to the dialogue with the NRA, the recent developments in the US following the school shooting in Massachusetts and President Obama 's response to this event means that the political climate for holding such a dialogue has changed and the timing to involve the NRA is currently not opportune. At this moment the NRA has adopted a very strong and defensive position towards any changes in the legislation. On the other hand there are a growing number of US legislators willing to take serious action. The involvement of the NRA at this point is not feasible.

Intervention Strategy 2: Developing parliamentarians' capacities to address SALW issues

Proposed action: This intervention was designed to ensure that parliamentarians, members of the Forum or not, are well equipped to address SALW-related issues within their national legislature and in regional and international arenas. In order to build their capacities, parliamentarians were provided with expert knowledge and advice to guide their action.

1) Drafting, publication (in French, English, Portuguese and Spanish), and dissemination (hard copy to all members and through website and newsletter) of an anniversary publication of the 10 years of the Forum highlighting lessons learnt and best practices as well as information on the work of the Forum and its members over the years.

➤ Output 1: Publication on parliamentary action on SALW 2002-2012

Accomplishments

- ✓ Output 1: With support from the Secretariat, members of the Forum developed and published an Anniversary Publication which accounts for highlights of the 10 years of existence of the Forum. The book consists of 41 pages and it is available in hard copies and online (www.parliamentaryforum.org) in French, Spanish and English (Appendix 3).

The book is divided into 6 chapters focusing on the history and relevance of the Forum, its thematic work, regional perspectives on SALW and security as well as reflecting on the role of parliamentarians and the future of the Forum. 12 authors including parliamentarians, experts, and NGO representatives contributed with a chapter each to the book and are summarised below.

The Secretariat coordinated the project by approaching members and experts and supporting them throughout the drafting process, by providing background information and advice. Parliamentarians are very busy which meant that most of the authors provided rough drafts or content points. A significant workload was thus placed on the secretariat in terms of editing the final draft. The secretariat was also in charge of proofreading the Spanish version and assisting with translations. The layout of the book was credited to consultant Adrian Wilkinson who is widely regarded as one of the world's leading specialists on Small Arms Control and Operational Disarmament.

This expertise was deemed invaluable to ensure a high quality publication. Wilkinson also contributed to a chapter of the book, proofread the English version and took care of printing and translation into Spanish and French. The content of the book intended not merely to summarize the activities carried out over the last 10 years but to give an overview of the topics which the Forum has focused on and to hear from those parliamentarians that have been especially involved, accounting for experiences, lessons learned and trying to share good practices. It also explains the history of the Forum and its future.

Hardcopies of the book were distributed during the General Assembly and posted to those members who were unable to attend. This is especially important for many of the Forum's African members who lack regular access to computers and internet, and still rely heavily on printed material. Electronic copies have also been sent by email to the entire network.

The recent revision of the Forum’s membership showed a significant drop in members from Lusophone countries. The decision was therefore made to postpone translation into Portuguese.

During the General Assembly 88 copies of the Anniversary publication in English and 27 copies in Spanish were distributed. In addition, 56 copies in English and 43 in Spanish were mailed by post.

Outline of the book		
Chapter	Author	Position
Introduction	Benito Lara (Forum President)	MP, El Salvador
Relevance of the Forum and Parliamentary work	Peter Weiderud	Forum Secretary General
<i>Thematic – Policy making and capacity building</i>		
The Model Law and other parliamentary tools	Sonia Escudero	Senator, Argentina
Dialogue with the US Congress	Christer Winbäck	MP, Sweden
Women, Gender and SALW	Sarah Masters	Board Civil Society Rep.
Ammunition stockpiles	Adrian Wilkinson	Technical Expert
Privatisation of Security	Daisy Tourné	MP, Uruguay
<i>Regional perspectives on SALW and security</i>		
Latin America and the Caribbean	Roy Barreras	Senator, Colombia
South Eastern Europe	Iva Savic, Ivan Zverzhanovski	SEESAC
Africa	Muhammed Jallow	MP, Gambia
Middle East and North Africa	Ala Talabani	MP, Iraq
Parliamentary action in international processes		Forum Secretariat
Future of the Forum – Looking ahead		Forum Secretary General

Intervention Strategy 3: Consensus-building on SALW at international level

Proposed Action: The intervention strategy 3 was dedicated to parliamentary engagement in **international fora**. Over the years the Forum sought to promote parliamentary engagement in UN processes related to small arms and light weapons and disarmament. The year 2012 was particularly rich in opportunities with the holding of the ATT Negotiation Conference in July and the Second Review Conference of the UN Programme of Action in August/September.

A) United Nations Programme Of Action

The Forum has been advocating for the adhesion to and full implementation of the UN Programme of Action, the only instrument, although non-binding, addressing the illicit trade in SALW. The Second Review Conference provided a unique opportunity to evaluate the progresses made at national level and to assess the adequacy of the measures foreseen by the UN Programme of Action.

1) Presence of the Parliamentary Forum at the UN Programme of Action Review Conference August 2012

- *Output 1: Develop a Policy Statement on the UN Review Conference of the PoA and translation into French, Spanish and Arabic.*
- *Output 2: Reports from meetings with states and international organizations representatives.*
- *Output 3: Final report with details on the Review Conference process and the final product of the Review Conference.*

B) Arms Trade Treaty

With regards to the ATT, the Forum proposed to maintain its presence during the United Nations General Assembly⁷. The idea was to develop a policy statement on the Negotiation Process of the ATT and advocate for the inclusion of its provisions in the treaty, by; a) mobilizing its members to reach out to their national delegates and their respondents working on SALW, defence or arms trade issues within the relevant ministries and, b) by informing and keeping them up to date with the ATT process. Following the ATT adoption, the Forum would conduct follow-up actions to ensure ratification and implementation at national levels.

1) Adopt a Policy Statement on the ATT Negotiation Process, design and implement an action plan to lobby for the introduction of the Forum's policy recommendations within the final text of the ATT

- *Output 1: Adopt a Policy Statement on the Negotiation process of the ATT. Translation of the Policy statement into French and Spanish.*

⁷ The ATT Negotiation Conference finalized just two weeks before the drafting of the application to UD. The process was ongoing and its agenda was uncertain.

- *Output 2: ATT negotiations lobbying action plan; reports by secretariat to members on the negotiation process.*
- C) *Presence of the Parliamentary Forum at the UN General Assembly First Committee (During the Negotiation of the Arms Trade Treaty).*
- *Output 1: Reports from meetings with state and international organizations representatives*

Accomplishments

- In relation to the UN Programme of Action (point A)
 - ✓ Output 1: The Policy Statement on the Review Conference of the Programme of Action, which was adopted during the Board Meeting in Erbil, Iraq, is available on the website of the Forum in French, Spanish and English. It has also been disseminated through the newsletter and during the Forum events.
 - ✓ Output 2 and 3: To make this activity cost effective bearing in mind the budgetary limitations at that time, one parliamentarian, Daisy Tourné (Uruguay) and one Secretariat staff member attended the Second Review Conference on the UN Programme of Action. As the report of this event suggests (appendix 4), MP Tourné made several interventions during the seminars. The delegation attended with the intention of raising awareness of the problems associated with the misuse of SALW and the links to development and gender among other topics. Furthermore, MP Tourné worked closely with the Uruguayan Delegation at the UN during the negotiations. The outcome of the Review Conference was published on the website and included in the newsletter of the Forum. The visit provided a good opportunity for networking and engaging with possible future partners and donors. For example, a representative of Norwegian Foreign Ministry was approached with regards to future cooperation. In addition, discussions were held with a legal officer at UNODC (United Nations Office on Drugs and Crime), Simonetta Grassi, on the different framework laws on firearms and possible cooperation in Latin America.

- In relation to ATT (point B)
 - ✓ Output 1: The policy statement on the negotiation of the ATT is now available in French, Spanish and English on the Forum's website.
 - ✓ Output 2: The Parliamentary Forum raised awareness on the ATT by holding a seminar on international processes in 2 out of 3 meeting occasions such as the seminar at the Swedish Parliament in the beginning of 2012 (including a roundtable with SANSA group on ATT) and at the regional meeting in Iraq in May 2012. For the first series of seminars (Stockholm) analysts as well as diplomats were invited to discuss the matter (See Appendix 5a for seminars and Appendix 5b for Roundtable). For the second activity held in Erbil, Mr Sokol Kondi, the Head of the Regional Office of the, United Nations Assistance Mission for Iraq (UNAMI) in Erbil made a comprehensive presentation on Arms Trade Treaty and Programme of Action and the attitudes in the region towards SALW and the work of the United Nations. In addition, Sarah Masters (International Action Network on Small Arms, IANSA)

focused on explaining their goals and differences as well as how they complement each other (See appendix 6).

- In relation to General Assembly First Committee
- ✓ Output 1). With regards to being present during the Meetings of the First Committee of General Assembly of the United Nations, the decision was made to prioritise holding the General Assembly of the Forum and instead participate in the ATT negotiations which will take place in 2013. When the Forum submitted the application to the Swedish Foreign Ministry there was little certainty on the future steps at the UN regarding the ATT. Given that it was decided to continue the negotiations during the year 2013 the Secretariat estimated that this was a better option which gives more space for effective parliamentary action than the one provided in the context of the First Committee in October. Notwithstanding, members of the Forum who were presenting during the General Assembly raised awareness to their fellow parliamentarians on the upcoming ATT negotiations and its importance. (See for example Dr. Sahar Al Qawasmi's speech during the GA, Appendix 7). In addition, the Forum is in regular contact with NGO's working on the issue including Amnesty, Saferworld, Oxfam, Action on Armed Violence and Article36 which all form part of the Control Arms Campaign.

Intervention Strategy 4: Awareness-raising on SALW-related violence, its impacts, and parliamentary action.

Proposed Action: This fourth intervention strategy aimed at enhancing the general public knowledge of SALW issues, their negative effects on societies and the ways to prevent and reduce SALW-related violence. The Forum will provide its members with technical support to effectively use traditional and social media to inform a large public and therefore contribute to the building of a public opinion on SALW

1. *Preparation of parliamentarians for media intervention (interviews or op-eds)*
 - *Output 1: Transcripts or recording of interviews of Parliamentarians on radio or television and copies of articles*

Accomplishments:

- ✓ Output 1) Over the years the Secretariat has been able to provide support material including speeches, speaking points, background information, policy advice and so forth, to its members in great quantity and quality. Although some members have reported their dealings with the media where they speak on SALW related topics, particularly after the General Assembly there has not been time for systematic training of members.

Faced with the lack of capacity, for this year the secretariat prioritized the other intervention strategies during the months when funding was lacking. Nonetheless, towards the end of the year when financing was in place and the secretariat re-strengthened with a second programme officer, it was possible to retake work within this strategy. In relation to the General Assembly, speaking points were provided to a number of presenters. The editing work provided by the Secretariat for the Anniversary Publication also falls within this area of work.

Intervention Strategy 5: Facilitating exchanges on SALW among parliamentarians

Proposed Action: *This last intervention strategy recognises the Forum's core purpose – the provision of a platform for parliamentary exchange and dialogue. Members of the Forum come from diverse backgrounds and various political convictions, but they all experience the problems caused by the wide availability of SALW and their misuse. While these problems often differ in relation to the national and regional contexts, parliamentarians can learn from measures implemented in other countries.*

This intervention aims at ensuring the flow of information among members and enabling the building of common policies and actions. This is achieved primarily through meetings of the Forum organs – the Assembly, Board and regional meetings. Each meeting sees the development and refining of the Forum policies. The Assembly decides on the overall policies, the Board on specific and the Regional Meetings on policies of a regional reach. The final declarations and policy statements sustains the advocacy action of the Forum at national, regional and international levels. Individual members use the Forum policies to delineate and support their requests at national or regional level. Policies are also used as basis for collective action at regional and international levels. Beyond the Forum's membership, policies developed and adopted by the Forum are used by civil society organizations, particularly the Forum's partners, to support their advocacy work.

The information channels and dissemination of policies are ensured through regular website updates and the production of an electronic newsletter, both in English, French and Spanish.

This intervention strategy aimed at incorporating more members to the Forum and including more regions of representation. .

1. *Holding of 1 General Assembly meeting, electronic publication in English, French, Spanish and Portuguese, and dissemination of written outputs.*
 - *Output: 1 report and 1 Final Declaration on the General Assembly meeting*
2. *Holding of 3 meeting of the Board, electronic publication in English, French, and Spanish of the Board Meeting report, and dissemination of the report; as well as drafting, translation in English, French, Spanish and Portuguese, approval and diffusion of 3 Policy Statements*
 - *Output: 3 reports on the Board meetings and the 3 corresponding Policy Statements endorsed by the Board.*
3. *Holding of 1 Regional meeting, electronic dissemination of the report and Final Declaration in English, French, Spanish and other relevant languages at the occasion of the meeting.*
 - *Output: 1 report and final Declaration of regional meeting.*
4. *Maintenance of the new website in English, French and Spanish, timely upload and diffusion of information on all activities of the Forum, as well as other information of relevance (i.e. publications by partner organizations, meetings organized by partners, etc.)*
 - *Output: Website's updates*
5. *Drafting of a newsletter (every two months) highlighting relevant developments related to SALW issues and the Forum activities and its diffusion*

through the website and the Forum's mailing list (members, friends of the Forum, donors) in English, French and Spanish.

- *Output: Newsletters*

6. *Identification of potential new members (Caucasus, one Asian region)*

- *Output: Correspondence with potential new members (emails)*

7. *Organization of events where potential new members are introduced to the Forum's policies and activities*

- *Outputs: Report(s) from meeting(s) with potential new members; and updated membership list*

Accomplishments:

✓ **Output 1: General Assembly**

The General Assembly provides a unique opportunity for parliamentarians from different regions to meet and discuss, evaluate parliamentary advancement, and identify common priorities among parliamentarians, government representatives, international organisations and civil society. The General Assembly of the Forum was held on the 14th and 15th of December 2012 in The Swedish Parliament in Stockholm, Sweden.

The event brought together around 60 participants with over 30 MPs from Central and South America, Eastern and Western Europe, Sub-Saharan Africa and North Africa and the Middle East. Other participants were Gunnar Klinga from the Department for Disarmament and Non-proliferation at the Swedish Ministry for Foreign Affairs, Karin Olofsson from SIDA, and representatives from Embassies and national and international Non-Governmental Organisations.

The main objective of the General Assembly is the election of a new board for the Forum as well as to provide a space for parliamentarians to meet and join forces in search for peaceful and secure communities. Effectively a new board of the Forum was elected and will be led by MP Ala Talabani (Iraq) as President and MP Christer Winbäck (Sweden) as Vice-President. Other board members elected are MP Betty Amongi (Uganda), MP Carmen María Muñoz Quesada (Costa Rica), MP Konstantin Samofalov (Serbia), MP Drissa Sanogo (Burkina Faso) and MP Daisy Tourné (Uruguay).

The new Board was also given the mandate to appoint a member from the Spanish Parliament as well as a representative of the NGO community. With regards to the MP from Spain, the Secretary General met with proposed Board candidate MP Agustin Conde, President of the Committee of Defence, in January who accepted the position as Board Member. As Sarah Master's has left her position at IANSA, the seat for the NGO representative is still vacant and the secretariat is currently identifying potential candidates for consideration of the Board. Although the Forum continues to have a positive working relationship with IANSA, given the organisation's recent difficulties and struggle to identify a new representative, the decision was made to look elsewhere for this period while keep strong ties with the NGO network.

During the assembly there was a common understanding among the participants that the proliferation of Small Arms and Light Weapons is a major threat to development, democracy and security in many parts of the world, and hence a serious concern for parliamentarians world-wide. The main discussions evolved around risk management of ammunition surpluses, women

participation in disarmament and SALW control issues, and the impact of armed violence on societies. The participants also gave an update on national SALW processes in their home parliaments and regions as well as on various multilateral processes on SALW.

Two Policy statements were adopted at this occasion, the first was the policy statement on Reliable data on Armed Violence and the second was on SALW related Violence and MDGs. The discussions evolved around the content of the Policy Statements but also on the way to use them effectively; what they are and how parliamentarians can utilize them in their work in their home parliament and other fora. For a full report of the General Assembly, see appendix 7.

✓ **Output 2: Board Meetings**

Throughout the year 2012, three Board Meetings took place. The **First Board Meeting** was held in Stockholm.⁸ At this meeting the Secretary General introduced the annual report and the project application to SIDA. Other points of the agenda included the reports on the regional and country situation of the Members and strategic decisions for fundraising and activities for 2012. The Policy Statement of the Negotiation Process of the ATT was also a point in the agenda and it was adopted after reviewing and discussion. (See the report of the minutes of the meeting in appendix 8 and Policy Statement on the Negotiation Process of the ATT in appendix 9)

The **Second Board Meeting** was held in Erbil in conjunction with the MENA regional Meeting. During this meeting the Annual Financial Report was presented for consideration and revision of the Board Members. During the meeting the Secretary General received the news that SIDA (Swedish International Development Cooperation Agency) could no longer support the work of the Forum and this was communicated to the Board accordingly. This development opened the doors for a long discussion on fundraising, including strategies for approaching other donors. Future possible donors were identified, such as the Iraqi Parliament, the Swedish Foreign Ministry and the Norwegian Foreign Ministry.

During the meeting, a discussion and subsequent adoption of the policy statement on the Review Conference of the United Nations Programme of Action took place. The Policy Statement is available in the Forum's website and it was also published in the UN news bank. (See appendix 10 for policy statement and appendix 11 for report on minutes of the Board Meeting).

The **Third Board Meeting** took place in Stockholm December 2012 directly following the election of the new Board at the General Assembly. At this meeting the new Board Members were all present. During the meeting the policy statements on Reliable data on Armed Violence (appendix 12) and on SALW related Violence and MDGs (appendix 13) were discussed and approved for consideration of the General Assembly. Which in turn adopted them after discussion as explained above. (The Report on the minutes of the Board Meeting can be found in appendix 14)

✓ **Output 3: Regional Meeting**

⁸ At this occasion the board members were: President: Benito Lara, El Salvador; Vice-president: Ibrahim Sorie, Sierra Leone. Board Members: Daisy Tourné, Uruguay; Celestino Suarez, Spain; Rose Abunaw Makia, Cameroon; Christer Winbäck, Sweden; Roy Barreras, Colombia (absent) and Sarah Masters, IANSA.

The regional meeting in Erbil, northern Iraq, was the second parliamentary meeting of the Forum for the MENA region (the first one being held the year before in Cyprus). It was organized in cooperation with Iraqi Council of Representatives, the Kurdistan Regional Parliament and the European Technology and Training Centre (ETTC). The seminar brought together Parliamentarians from Iraq (central and regional), Jordan, Palestine and Morocco to meet with the Board of the Parliamentary Forum and international experts from IANSA and United Nations. The relatively low number of participants was unsurprising given that many people still consider the region a high risk area. However, it is important that the Forum does not shy away from organizing events in difficult areas, especially when initiatives have been introduced by active and engaged members. By bringing members to places heavily affected or recently affected by armed violence the devastating consequences are experienced first-hand which gives a deeper understanding of the problem.

The event was highly publicized by the local and international media. The programme for the event was designed in cooperation with MP Ala Talabani and her concern on weapons legislation in her country, Iraq. This event also followed a regional logic as its title suggests, *“Controlling Proliferation of Small Arms and Light Weapons in Transitional Contexts – Challenges and Opportunities for Middle Eastern and North African States.”* Trafficking, Privatization of Security and Gender as well as International Processes were also part of the programme. At the end of the event parliamentarians produced a declaration with recommendations for the MENA states which included action on UN PoA and ATT and other topics discussed during the event (appendix 15). For more information on this event see appendix x 16

In October 2012, plans were initiated with Forum member MP Saywah Dunah and local partner Action on Armed Violence Liberia (AOAV) to hold a national gathering in Liberia to promote the draft firearms act as well as to discuss the continued presence of armed violence in the country. The meeting was expected to be held before the end of the year but as the parliamentary session was drawing to an end it was decided to postpone the event until March 2013 when members return from recess. This activity will thus be carried over to 2013.

✓ **Output 4: Website**

The website of the Forum was redesigned during the year 2011 and 2012. It is up and running in English and Spanish while the French translation of the site is under way. News regarding the activities of the Forum, before and after is uploaded in a timely manner.

All publications, policy statements, parliamentary tools including the Model Law, as well as a list of members by country are available to download from the site. The website uses Google analytics which allows the Secretariat to closely monitor on the frequency of visits based on countries. The website has become a tool for communication between the secretariat and the membership base. Events of the Forum and other organizations have been published throughout the year. Reports of each event are uploaded and through emails and newsletters the secretariat encourages the use of the site.

✓ **Output 5: Newsletter**

Given the uneven level of activities throughout the year, the decision was made to instead notify members of activities on an ad hoc basis following the implementation of events or informing on new developments. A newsletter for the whole of 2012 was sent electronically in February 2013 to all members as well as in hard copies together with the yearbook.

✓ **Output 6 and 7: Identification of new members and new regions/countries of engagement.**

The identification of new members has gone hand in hand with the regional expansion of the Forum. This took place basically in two regions

MENA Region:

The Forum started the expansion of the membership base in this region in 2011 with a regional conference in Cyprus which was funded by the Folke Bernadotte Academy. In 2012 a second meeting took place in Erbil, Iraq with the same project donor (described above). Identification and invitation of participants was done via the Speaker of each Parliament with the aim of asking His/Her assistance to select members to participate in the meeting. This ensured the Forum's visibility and first contact with many of the newly established parliaments even in cases where it was not possible for the parliament to send representatives (as in the cases of Lebanon and Algeria who apologized for not sending members due to parliamentary changes but asked to keep them informed of the next event). Naturally it is very important for the Forum to follow up in this work.

Western Europe:

Spanish Parliament Spanish representation in the Forum is a formal process where the Congress appoints two members from the Defence Committee representing the two main parties (PP and PSOE). In 2012 both members left their parliamentary position of which one took up a ministerial position. The latter, Board Member Celestino Suarez, identified a replacement in the President of the Defence Committee, MP Agustín Conde who subsequently attended the General Assembly of the Forum. A follow up meeting was made by the Secretary General to formally offer the seat on the Board as per the General Assembly's request as well as to brief the MP on the work of the Forum. Conde will give a renewed role to the Spanish parliament given his position as president of the Defence Committee.

A thorough update of the membership list takes place in conjunction with the identification of new members. This means that the secretariat on a yearly basis checks that its members are still members of parliament and if their parliamentary role and position has changed in terms of committee work and so forth. An updated list of members can be found in appendix 17.

UK Parliament:

In October- November 2012 a series of meetings were held with members of the UK Parliament (Lords and Commons).

Although the substantial part of the regional and capacity building work of the Forum takes place in Africa, Middle East and Latin America, the role of Parliamentarians from Western countries is extremely important; to share experiences of the parliamentary role to colleagues in less developed democracies, to provide a partner in dialogue between different perspectives from supplying and demanding countries in arms transfer and sometimes even to have a mediating role as has been the case in the talks between parliamentarians from Latin America and the US.

Forum members from developing countries in Latin America and Africa and later on also in the Middle East have for long time voiced a strong wish to have a dialogue with their colleagues in producing countries.

The US Congress work mentioned above is one example but the Forum has made the decision to reach out to more parliamentarians in Western Europe which is where a large proportion of the world's largest arms exporting countries are found⁹, with the UK being fifth on the list.

⁹ SIPRI study of the world's top 20 arms exporters 2007-2010. - 1. USA, 2. Russia, 3. Germany, 4. France, 5. United Kingdom, 6. China, 7. Spain, 8. Netherlands, 9. Italy, 10. Israel, 11. Sweden, 12. Ukraine, 13. Switzerland, 14. Canada, 15. South Korea, 16. South Africa, 17. Belgium, 18. Norway, 19. Belarus, 20. Brazil

An introductory letter requesting a short meeting was sent out to Committee and All Party Parliamentary Groups leaders as well as signatories of the Parliamentarians Declaration for the ATT. Meetings were held with 9 MPs and Lords where all expressed an clear interest while 4 have decided to work actively with the Forum, one being Lord Des Browne, Minister of Defence 2006-2008. Browne has tentatively confirmed to be a panellist during the Forum's side event during the ATT in March 2013.

Meetings were also held with British NGOs including Oxfam, Amnesty, Saferworld and Article 36 to see how to best organise work at the national level.

The Balkans: Almost two decades after the wars in the former Yugoslavia the region still suffers from the proliferation of SALW and insecurity. Western Balkans maintains a powerful 'gun culture' and that a significant portion of civilian population is in a possession of either a legal or illegal firearms.

The Forum began work in the Balkans in 2007 and has since then has enjoyed good cooperation with the South Eastern and Eastern Europe Clearinghouse for the Control of Small Arms and Light Weapons (SEESAC) in working on involving parliamentarians from the region and acting as secretariat for the Forum's Balkan chapter. Today close to 60% of the Forum's European members are from this region.

Working with MPs in the region is difficult. They are still often limited by party politics and inhibited to perform their duty as overseers or do not yet understand their responsibility as an overseeing body, or feel that their positions would be jeopardized if they were to question persons in or close to their respective parties.

However, unlike in most other countries in the region, in Bosnia and Herzegovina (BiH) the Parliamentary Assembly is responsible for approving national reports on arms exports and has very actively taken on its role in ensuring transparency in this process. The Defense and Security Committee has expressed that they have a serious plan for discussing SALW issues.

The Committee Chair Dusanka Majkic and the Secretary of the Investigation Committee have been in contact with the secretariat since November 2012 and a preparatory meeting will be held while they visit Stockholm in February 2013 where their activities and problems will be discussed to see how the Forum best can support them.

c. Targeted groups

i. Final beneficiaries

As stated in the project proposal, the aim of this project was to empower parliamentarians by providing them with expertise and technical support to address, at national, regional and international levels, the availability and misuse of SALW and their negative impacts on societies. In this way the project would ultimately contribute to decrease the level of SALW-related violence. Throughout the year the project reached more than 160 parliamentarians through direct contact, through emails, newsletter and the use of the webpage for reach out purposes.

This project would ultimately benefit the poor and marginalized in countries affected by SALW-related violence and those financially contributing to development efforts in countries affected by SALW-related violence. We have shown in our application that armed violence diverts financial resources to meet the increased demand on public health and security. While the wealthy can afford

private services, the poor and the marginalized are left without resource. Furthermore, the undermining presence of SALW hinders the international aid from achieving its development goals. The work of the Parliamentary Forum targets these problems enabling the optimization of the results of development aid. The open dialogue between parliamentarians and the Secretariat has also served as a channel between the parliamentarians and the donor communities.

The project would benefit all citizens in engagement countries as it contributes to enhanced standards of good governance. By providing a platform for dialogue and exchange, the Forum enables parliamentarians to learn from other countries' best practices and experiences. Also, it contributes to the strengthening of democratic practices in developing and transition countries. As the Forum regroups members of various political parties, discussions in the Forum's meetings contribute to the building of a culture of political consensus. Further, as the Forum promotes collaboration with civil society, the citizens of countries in which the Forum conducts its activities will benefit from increased transparency of parliaments in the long term.

ii. Direct beneficiaries

The Parliamentary Forum is an organization of parliamentarians for parliamentarians. It also actively engages with civil society organizations working on SALW-related violence and research institutions.

This project's main target groups were parliamentarians committed to work towards the reduction and prevention of SALW-related violence, including members of the Parliamentary Forum. The Forum currently unites 167 parliamentarians from all political factions. They come from various educational and professional backgrounds, with experience in previous legislature or not, and various levels of expertise on SALW issues. The need to facilitate exchange of best-practices and lessons-learned among parliamentarians, as well as the provision of technical expertise and trainings, has been repeatedly expressed by parliamentarians who attended the Forum's events.

Apart from its membership, the Forum reaches out to a larger number of parliamentarians through the events and meetings it organizes, its website and publications, as well as through contacts with individual members. The Forum has estimates that for the period 2010-2011, the number of parliamentarians involved is significantly higher than the actual membership. In addition, the Forum also engages directly a significant number of parliamentary advisors, governmental representatives and non-governmental organizations representatives.

In order to ensure continuity in the capacity building work, the Forum also works with institutional personnel, advisors and so forth. Such people are often used as resources when organising meetings and producing material. By participating in the capacity building meetings and courses the advisors and other personnel will also in this sense be capacitated and their knowledge on the issues will increase.

The project direct beneficiaries also include partner civil society organizations, which benefit from exposure to the parliamentary debates, and take advantage of the structure of the Forum to reach out to parliamentarians and advocate for intervention on SALW matters.

d. Sustainability

The effective fulfilment of the project purpose and objectives is threatened by the following risks: high turnover among parliamentarians; lack of engagement of the Forum's members; lack of parliamentarians' engagement due to conflicting priorities; and limited impact of parliamentarians on their government and on regional and international initiatives.

The Forum works with parliamentarians in 70 countries or regional entities. Parliamentarians have fixed-term mandates and elections are being held every month in one country of the world. As a result, the turnover among the members of the Parliamentary Forum, as well as among parliamentarians with whom the Forum engages, is high. In order to ensure the continuity of its action, the Forum engages not only with parliamentarians but also with parliaments' staff. Further, all activities of the Forum are carefully documented. Reports on meetings and seminars remain available online through the Forum's website and are provided as induction materials to all new members. Further, the Parliamentary Forum has started to implement a new mechanism to engage with former members who can choose to remain associated with the Forum by becoming the Friends of the Forum. As former members remain often actively engaged in the political life of their country, this enables the Forum to benefit from their expertise and to publicize its activities. The forum also works with the advisers of parliamentarians as they have longer terms in the parliaments and can achieve high levels of expertise in these issues.

The second risk is the lack of engagement of the Forum's members. This risk is mitigated through the Forum's approach to membership accession. The Forum does not aggressively seek new members. It relies on information from members, entrusted partner organizations, and publicize its activities, to only attract dedicated candidates.

Concerning the third identified risk – absence of engagement of parliamentarians in the Forum's activities, the Forum answers to this reality by scheduling its activities according to parliamentarians' calendar and guaranteeing that the proposed activities are connected to the parliamentarians' current preoccupations. Further, by organizing seminars and meetings with the support of host countries' parliaments, it confers to the event an official character which contributes to high level of attendance.

Finally, the last risk concerns the impact of the parliamentarians' action on their government, but also on regional and international initiatives. This risk is mitigated by building capacities of parliamentarians and raising the profile of parliamentarians' members of the Forum. By equipping parliamentarians with expertise and tools, such as policy statements, experts advise and handbooks, the level of professionalism with which they approach a SALW-related question raises and this ensures that their opinion will be better valued. As member of the Forum, parliamentarians benefit from the excellent reputation of the Forum and additional weight and credit in support of the positions they defend. This significantly contributes to multiplying their impact in negotiation with government or international organizations.

The table below summarizes the risks and Forum's contingency strategy.

Risk	Likelihood (H/M/L)	Impact (H/M/L)	Management
Lack of engagement of the Forum's members	L	H	The Forum's selective rules for engagement ensure the commitment of its members.
High turnover among parliamentarians	M	H	The Forum engages also with permanent parliaments' staff, document its activities and make report available through its website. The Forum has also developed a mechanism of engagement with former members.
Lack of parliamentarians' engagement due to conflicting priorities	L	H	The Forum schedules activities in convenient time and guarantee the quality and relevance of its activities to the parliamentarians' agendas.
Limited impact of parliamentarians on governments, regional and international organizations	M	H	The Forum provides capacity building to raise the level of professionalism and consequently increase the impact of parliamentarians' interventions.

e. Implementation

iii. Parliamentary Forum

The Parliamentary Forum was responsible for the implementation of the project. As administrative organ of the Forum, the Secretariat has been entrusted by the Board and Assembly to carry out the implementation of the project, while the Board provides for strategic guidance and oversight.

The Secretariat of the Forum is currently composed of a Secretary General, working part-time, two Programme Officers, and benefits from additional support from graduate students, or recent graduates, undertaking internships with the Forum. The Secretary General is responsible for the good functioning of the Forum and its Secretariat. The current Secretary General, Mr Peter Weiderud, was appointed by the Board in 2007. Mr Weiderud has more than 30 years of professional experience in international affairs, development and conflict resolution. Mr Weiderud acts as Project Manager. The Programme Officers are responsible for implementing individual components of the project and are in charge of monitoring the projects.

The number of staff members as well as their working hours have varied over the year. In January and February two programme officers were employed working 100% and 50% respectively. March to September there was a need to keep costs down until more funds were available. This meant that one Programme Officer was working half time, assisted by two interns working half time each. The Secretary General went down in hours to 25%. From October until present, two Programme Officers have been working on a full time basis. The Secretary General remained on part-time for budgetary reasons. These changes in staff are related to the budgetary limitations the Forum experienced due to the gap in funding between the previous donor (SIDA) and the funding provided by the Swedish Ministry of Foreign Affairs. It is expected that all remaining activities from 2012's will be fully implemented in 2013.

iv. Partner organizations¹⁰

One of the Forum's strength lies in its close relationship with international and local partners. Through the implementation of this project, the Forum collaborated closely with the following organizations:

The Latin American Parliament (Parlatino) is the regional organization of Latin American parliaments. Created in 1964, Parlatino is mandated to promote and facilitate the Latin American integration process. The Parliamentary Forum has a long-standing relationship with Parlatino, the Model Law being one very concrete result of the collaboration. Parlatino is the Forum's natural partner for activities in Latin American countries and numerous members of the Forum hold important functions within the Latin American Parliament.

International Action Network on Small Arms (IANSA) is one of the Forum main partners, as reflected by the presence of a representative of IANSA on the Forum's Board 2011-2012. The Forum and IANSA organize joint activities, benefit from each other's networks to gather and circulate information etc.. The Parliamentary Forum also collaborates with regional and national chapters of IANSA and is a member of the Swedish Action Network on Small Arms (SANSAs).

Control Arms Campaign, coordinated by Amnesty International in collaboration with Oxfam, IANSA Control Arms advocates for a strong and robust Arms Trade Treaty (ATT). The Forum has collaborated regularly with Control Arms since 2008, organizing events and jointly promoting the inclusion of SALW within the ATT.

The Swedish Fellowship for Reconciliation and the Parliamentary Forum's partnership origin lie in the history of the Forum's creation. SweFOR benefits from a significant expertise on small arms issues and strong ties with civil society organizations mainly in Latin America but increasingly in other parts of the world. The Parliamentary Forum collaborates with SweFOR to organize dialogues between parliaments and civil society.

The Latin American Coalition for the Prevention of Armed Violence unites 24 non-governmental organizations working to prevent and reduce armed violence and the devastating impact it has on development in Latin American and the Caribbean countries. The Parliamentary Forum and CLAVE regularly cooperate to promote exchanges of best-practices on armed violence reduction programmes and the strengthening of dialogue between the civil society and elected representatives.

The Arias Foundation for Peace and Human Progress (Arias Foundation) is a non-governmental organization dedicated to the promotion of democracy, gender equality, disarmament and demilitarization in the Central American region. The Arias Foundation and the Parliamentary Forum cooperates towards the drafting of a robust ATT and to address and limit the risks associated with the privatization of the security sector. Arias served as civil society representative on the Forum Board 2007-2010.

The Latin American Institute for Security and Democracy (ILSED) is a foundation based in Buenos Aires, Argentina, dedicated to the consolidation and continuous strengthening of the democratic state and rule of law in Latin American and Caribbean countries. The cooperation of the Parliamentary Forum and the ILSED has mainly evolved around the issue of security sector reform.

The Small Arms Survey is an independent research project of the Graduate Institute of International and Development Studies, Geneva, Switzerland. It serves as the principal international source of

¹⁰ This list includes only the organisations with which the Forum worked during the implementation period (year 2012) only. For a comprehensive list of partner organizations please refer to the Application to the Swedish Ministry of Foreign Affairs UD "Targeting Small Arms" year 2012.

public information on all aspects of small arms and armed violence. As the leading SALW research organization, Small Arms Survey is the Parliamentary Forum's main source of expertise. Small Arms Survey and the Parliamentary Forum collaborate to provide parliamentarians access to state of the art research and build their capacities to transform knowledge into concrete policies.

Stockholm International Peace Research Institute (SIPRI) is an independent international institute dedicated to research into conflict, armaments, arms control and disarmament. Data, analysis and recommendations formulated by SIPRI are scrutinized by the Forum's Secretariat and provided to members of the Forum as source for policy statements or through seminars.

The Peace Research Institute Oslo (PRIO) is an independent, international and interdisciplinary research institution. PRIO dedicates itself to researching the conditions for peaceful relations between states, groups and people. The Parliamentary Forum benefits from PRIO's cutting edge research to convey to its members new developments in the understanding of SALW-related violence and ways to address it.

South Eastern and Eastern Europe Clearinghouse for the Control of Small Arms and Light Weapons (SEESAC): works to strengthen the capacities of national and regional stakeholders to control and reduce the proliferation and misuse of SALW, contributing to enhanced stability, security and development. SEESAC functions under the mandate given to it by the United Nations Development Programme (UNDP) and the Regional Cooperation Council (RCC). The Forum began work in the Balkans in 2007 and has since then has enjoyed good cooperation with SEESAC in working on involving parliamentarians from the region.

Action on Armed Violence (AOAV) is a research oriented British NGO. Cooperation began in 2012 when AOAV assisted in the drafting of the policy statement on 'Reliable data on armed violence' and subsequently held presentation on armed violence prevention during the Forum's General Assembly. A follow up meeting was held in January 2013 to explore more ways of cooperation.

3. Monitoring and Evaluation¹¹

The project was monitored and evaluated by the Secretariat of the Parliamentary Forum, with support from the Board.

a. Monitoring

The monitoring of the work was continuous by the secretariat. At all meetings between the board and the secretariat there was an opportunity for a formal review of progresses against outputs and objectives through the reports of the Secretary General and individual Board members. Likewise the Secretariat staff had meetings every two weeks in which the plan of action was reviewed and adapted to circumstances to better achieve the proposed goals. After each staff meeting a document is produced with guidelines and tasks to follow up.

b. Evaluation

The Secretariat and the Board regularly conducted self-evaluation to determine progresses against outcomes and objectives, examined the status of project implementation and the challenges encountered, sustainability of the action, validity of the assumptions, risks and early-impact, among others.

The newly introduced working method where activities are preformed within five intervention strategies has proved highly successful compared to the former system where work was divided into

¹¹ For more details on performance indicators, sources of verification and method of indicators' collection, please refer to Annex 1 Logical Framework.

three programmes namely policy and awareness raising, parliamentary exchange and international processes. The new approach gives more clarity and focus to the work and where work that cannot be condensed or explained in terms of activities is captured and valued.

The external evaluation commissioned by SIDA has been very useful as a reference when developing strategies and projects. For instance, the evaluation report recommends that although it is clear that members are satisfied with the work of the Forum, they would like to receive more support. In order to meet this demand the Forum needs to gradually expand its Secretariat. This will allow bringing in French-, Arabic- and Portuguese speaking capacities to better address the growing membership in Francophone and Lusophone Africa and the Middle East as well as legal expertise.

The assessment further highlights that most important for the fundraising plan is to ensure the core function of policy making for the Forum. Project funding for capacity building is possible to agree with many different back donors, but if the core function of policy making is diluted, the unique and specific role of the Forum will be lost.

The decision has thus been made to seek an additional core donor for the Forum while continue to work with donors and institutions which have provided project funding for capacity building in the past.

In relation to this, the auditor of the Forum has recommended bringing the financial administration in-house to ensure higher quality and efficiency. The Secretariat has therefore developed a new structure for how to manage work which is presented in applications for 2013 to the Swedish Ministry of Foreign Affairs as well as to other donors.

While the secretariat has used its limited resources to conduct monitoring and evaluation, what is lacking to a certain extent for 2012 is feedback from the network. During years when the Forum has operated normally and without considerable gaps in funding, members are contacted regularly and asked to provide documentation of any legislation, parliamentary resolution, floor debate, media performance or other action pertaining to the subject. In 2012 this mechanism has not been fully implemented for two main reasons; lack of time and capacity to contact member and handle information but also due to the low profile of the Forum during the year.

Nevertheless, the General Assembly in December provided a space for members to share their experiences and report on activities since the last gathering. Although this feedback was limited to participating members, it was still an insightful and necessary exercise (GA report appendix 7)

The gap in funding also put the Forum's extensive network of contacts at risk. Fruitful partnerships need continuous nurturing and extended periods of inactivity undermines work done in the past. Fortunately activities were resumed quickly once funding was secured and serious efforts were made in reconnecting with partners. Speaking to partners is an important part of evaluating work.

Finally it has been noted that a number of member parliamentarians are protective of their role within the Forum and are not reaching out to fellow MPs in their home parliaments to involve them in the Forum's work. This is understandable as they work in a highly competitive environment where they as individual parliamentarians need to show results, in order to be re-elected. It is important to find ways to overcome this by deliberately engaging more than one member as well as highlighting how strength in numbers, especially across party lines, can help them achieve results in their home parliament.

c. Reporting

After each activity the Secretariat, members or partner organisations produce a written report specifying the activity and the costs incurred. This ensures transparency and accountability.

4. Annexes

a. Annex 1: Logical framework matrix

TARGETING SMALL ARMS Overcoming obstacles to development, democracy and full enjoyment of Human Rights	
Requested contribution from UD: 1'945'000.00 SEK	Implementation period: 1 January 2012 to 31 December 2012

N.B.: The Matrix below was designed for a large project proposal (two years). However it has been used for reference during both the implementation period 2012 and reporting, this means that not all the information it contains matches the shape of the project implemented in 2012. It is clearly stated which activities have been fully implemented and which activities has been postponed.

Overall objective (long term goal)	Indicators	Sources of verification	Method	Assumptions
Through preventing and reducing SALW-related violence, this project will contribute to the reaching of higher development standards, enhanced implementation of human rights, improved respect for good governance principles, as well as increased levels of human security.	SALW and armed violence indicators (including indicators of violence against women and girls) Development indicators measuring issues such as social progress (greater access to knowledge, better nutrition and health services); economics, efficiency and equity (economic growth, productivity, repartition of resources and benefits from economic growth); participation and freedom (empowerment, democratic governance, gender equality, civil and political	National statistical offices UNODC, Homicide Statistics Geneva Declaration on Armed Violence and Development, Global Burden of Armed Conflicts Uppsala Conflict Data Programme Armed Conflict Database of the International Institute for Strategic Studies Stockholm International Peace Research Institute Yearbook with its Political Instability Task Force database Battle-Deaths Dataset of the International Peace Research Institute	Information on armed violence and development indicators will be collected at the end of the project's implementation period, processed and comparatively analysed by the Secretariat. Trends for gender will be outlined. Conclusions will be reported within the mid-term and final report to donors.	Armed violence negatively impacts, directly and indirectly, on development, respect for human rights, good governance and human security.

	rights, and cultural liberty, particularly for marginalized groups defined by urban-rural, sex, age, religion, ethnicity, physical/mental parameters, etc.); sustainability (environment) and human security (chronic threats, joblessness, famine, conflict, etc.)	UNIFEM, Progress of the World's Women UN Human Rights Council, Reports of the Special Rapporteur on violence against women UNDP, Human Development Reports World Bank, World Development Reports		
Project purpose	Indicators	Sources of verification	Method	Assumptions
Parliamentarians intervene locally, regionally and internationally to effectively contribute to diminish SALW-related violence.	<p>Number of interventions on issues related to SALW by parliamentarians:</p> <ol style="list-style-type: none"> 1. In their national parliaments and their committees (including interpellations) 2. In regional organizations' meetings 3. In international conferences <p>Number of new laws on SALW-related issues initiated by parliamentarians</p> <p>Number of new policies and programmes aiming directly or indirectly at reducing SALW-related violence</p> <p>SALW violence indicators</p>	<p>Annual reports by Forum members</p> <p>National parliaments websites and publications</p> <p>Same as previous one</p> <p>Same as previous one</p> <p>National statistical offices</p> <p>UNODC Homicide Statistics</p> <p>Small Arms Survey, Small Arms Survey and other publications</p>	<p>Information provided by members in their annual reports will be collected by the Secretariat and complemented with secondary sources to determine the rate of successful interventions.</p> <p>At the completion of the project, the Secretariat will conduct a survey to determine the early-impact and sustainability of the project.</p> <p>Conclusions will be highlighted within the mid-term and final report to the donors.</p>	Parliamentary action is adequate and efficient in diminishing SALW-related violence.

	(data disaggregated by gender, age and socio-economic status)			
Specific objectives	Indicators	Sources of verification	Method	Assumptions
1. Enhance the policy framework for SALW control and regionally harmonize laws on SALW	<p>Number of legislative provisions identified as requiring review in order to reach an regional optimum</p> <p>Number of interventions by parliamentarians from the targeted region requesting a legislative change</p> <p>Number of lessons learnt identified and documented</p> <p>Number of 10 years anniversary publications distributed</p> <p>Number of exchanges (meetings and correspondence) between Latin American Forum members and US stakeholders on the illegal transfers of SALW between the 2 regions (Status: groundwork done.</p>	<p>Model Law evaluation report Feasibility study report (Status: groundwork done. Implementation: postponed to 2013)</p> <p>Annual reports from members National parliaments activity reports (in particular specific committees)</p> <p>10 years anniversary publication</p> <p>Inventory list Publication downloads from website (Website visits analyser)</p> <p>Annual Report by Forum Latin American members Minutes of the meetings, letters, emails</p>	<p>The Model Law evaluation and 10 years anniversary publication will be developed in 2012 to provide a baseline for future impact evaluations. The Secretariat will further collect data from its members on a yearly basis through annual report and evaluation questionnaires collected on a yearly basis. The findings will be reported in the mid-term and final reports to the donors.</p>	<p>Parliamentarians benefiting from the Forum activities can influence on their colleagues and bring about a change of policy.</p>

	<p>Implementation: postponed to 2013)</p> <p>Number of intervention by US Forum members in official US state and federal authorities meetings on the illegal transfers of SALW between the US and Latin America (Status: groundwork done. Implementation: postponed to 2013)</p>	<p>Annual Report by Forum US members Minutes of the meetings</p>		
<p>2. Develop further parliamentarians' capacities to address SALW issues</p>	<p>Number of parliamentarians participating in national capacity-building seminars <i>N.B. Excluded from application, however one national seminar was implemented and reported under intervention strategy 3.</i></p> <p>Number of interventions on the seminar topic(s) by parliamentarians who participated in the capacity-building seminar at national level</p> <p>Number of handbooks distributed</p>	<p>Participants registration list</p> <p>Annual reports from members National parliaments activity reports (in particular specific committees)</p> <p>Inventory list</p>	<p>The Secretariat will register all participants in national capacity-building seminars the day of the event. It will further keep track of interventions by participants and members of the Forum based on annual reports, analysis of evaluation questionnaires, as well as publication by national parliaments, and attempt to assess the impact of the seminars. The Secretariat will keep track of the distribution of handbooks and also analyse annual reports from members, evaluation</p>	<p>Raising parliamentarians' capacities through seminars and provision of guiding material will increase the success rate of parliamentary action.</p>

	Number of interventions at national, regional or international levels, on the handbook subject by Forum members	Annual reports from members	questionnaires, as well as publication by national parliaments, to evaluate the use of the handbooks by members. The success rate of parliamentarians' intervention will also be compared to the total number of interventions.	
3. Contribute to the building of a consensus on SALW at international level	<p>Number of common positions adopted referring to an international process related to SALW (UN or IPU)</p> <p>Number of meetings of Forum members with state representatives in charge with ATT or Programme of Action</p> <p>Number of meetings of Forum members with representatives international or regional organizations in charge with ATT or Programme of Action</p>	<p>Minutes from General Assembly, Board and Regional Meetings</p> <p>Annual reports by Forum members Special report on ATT and Programme of Action lobbying plan Report of the Secretary General in Board Meetings Minutes</p> <p>Annual reports by Forum members Special report on ATT and Programme of Action lobbying plan Report of the Secretary General in Board Meetings Minutes</p>	The Secretariat will keep track of common position developed and the number of time where these positions have been presented, in particular in bilateral meetings and events organized by the Forum. It will then assess the number of individuals it reached out and analyse them by type. It will then compare this data the number of mention of the Forum position within states declaration and report, and the outcome document, in order to assess its success.	Parliamentarians engage in advocacy and the government and civil servants quickly react to parliamentarians demands and transpose them into policies.

	<p>Number of events organized by the Forum with ATT or Programme of Action as main focus</p> <p>Number of participants to events organized by the Forum with ATT or Programme of Action as main focus</p> <p>Number of mentions of SALW and its impacts in reports on, and/or Resolutions adopted at, ATT Conference, UN Programme of Action Review Conference, IPU General Assembly</p>	<p>Minutes and reports from events</p> <p>Participants registration list</p> <p>UN ATT web page UN Programme of Action web page IPU website</p> <p>(Status: currently insufficient resources for proper follow up)</p>		
4. Increase public awareness of SALW violence, its impacts, and Parliamentarians' action	<p>Number of press articles mentioning the work of the Forum or its individual members</p> <p>Number of newspaper distributed</p> <p>Number of radio/TV broadcast programmes mentioning SALW issues</p> <p>Radio/TV audience statistics</p>	<p>Annual reports by Forum members</p> <p>Google news alerts</p> <p>Members requests for support of the secretariat</p> <p>Newspapers annual reports</p> <p>Annual reports by Forum members</p> <p>Members requests for support of the secretariat</p> <p>Radio/TV audience reports</p>	Through the individual request from members, the Secretariat has direct access to first-hand information. It will complement this information with annual report from members and the print and broadcast media diffusion statistics.	The increase in public awareness enhances the pressure on state institutions. State institutions are reactive to public opinion.

	Number of request by civil society to initiate dialogue on SALW issue with a Forum member	Annual reports by Forum members		
5. Increase in the quantity and quality of exchanges on SALW-related issues among parliamentarians	<p>Number of meetings attended by parliamentarians member of the Forum in which SALW issues are raised</p> <p>Number of common positions adopted by parliamentarians members of the Forum or attending the Forum's events</p> <p>Number of regional strategies adopted</p> <p>Number of website updates Number of website visitors</p> <p>Number of newsletters published Number of new recipients of the Forum's newsletter</p> <p>Number of new Forum's members</p>	<p>Annual reports by Forum members Minutes of the meetings Agendas of the meetings</p> <p>Minutes of and reports on the events/meetings organised by the Forum</p> <p>Regional strategies Minutes from Regional Meetings</p> <p>Website Website visits analyser</p> <p>Newsletter section on website Newsletter distribution list</p> <p>Member Directory Minutes of the General Assembly meetings</p>	<p>Information provided by members in their annual reports will be collected and analysed by the Secretariat.</p> <p>Information from Board members activities will be collected on a quarterly basis by the Secretariat.</p> <p>All project outputs will be kept by the Secretariat. Production of outputs will be reported by the Secretariat in the newsletter published every two months.</p> <p>Data from the website visit analyser will be collected on a quarterly basis by the Secretariat.</p> <p>The member directory will be regularly maintained and membership increase will be outlined in the newsletter published every two months.</p>	Parliamentarians from diverse backgrounds and various political orientations, and experiencing different issues as a consequence of SALW availability, can learn from each other's experiences and agree on common policies and priorities.

5. Appendices

- a. [Appendix 1: Summary of Activities](#)
- b. [Appendix 2: Concept note - Building parliamentary capacities on small arms control through legislation reform](#)
- c. [Appendix 3: Parliamentary Forum Anniversary Book](#)
- d. [Appendix 4: Report of the Programme of Action Review Conference presence](#)
- e. [Appendix 5a Report Seminars in Stockholm](#)
- f. **Appendix 5b ATT Negotiations-Position of the Swedish Delegation and Civil Society Demands for Parliamentary Forum only**
- g. **Appendix 6 MENA Meeting Seminars Report**
- h. **Appendix 7: Report 2012 General Assembly Parliamentary Forum SALW**
- i. **Appendix 8: Minutes Board Meeting in Stockholm, January 2012**
- j. **Appendix 9: Policy Statement on Negotiating Process of the ATT**
- k. **Appendix 10: Policy Statement on Review of Program of Action**
- l. **Appendix 11. Minutes Board Meeting in Erbil, May 2012**
- m. **Appendix 12 Policy Statement on Reliable Data**
- n. **Appendix. 13: Policy Statement on SALW related violence and the MDGs**
- o. **Appendix 14: Minutes of Board Meeting in Stockholm December 2012**
- p. **Appendix 15: Declaration from Regional Meeting in Erbil**
- q. **Appendix 16: Report to FBA Regional Meeting in Erbil**
- r. **Appendix 17: Membership list**