



RMDS/G 03.10

4th Edition
2006-07-20

SALW national commissions

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Foreword

On 08 May 2003 the development of regional micro-disarmament¹ standards and guidelines was discussed during the RACVIAC sponsored seminar on '**SALW - A year after Implementation of the Stability Pact Plan**'. The consensus was that such standards and guidelines were desirable, and SEESAC agreed to develop a framework and then take responsibility for the future development of regional standards. It was agreed RMDS/G would be designed to support the work at the operational level, and would go further than the more generic 'best practice' documents currently available. After a wide-ranging discussion between stakeholders as to the status of RMDS/G it has been agreed that the term 'standards' will refer to the technical issues, whilst 'guidelines' will apply to 'programme' issues.

This RMDS/G² reflects the development of operational procedures, practices and norms, which have occurred over the past four years in the area of Small Arms and Light Weapons (SALW)³ control. Best operational practices have been identified and reviewed from within the region and beyond, and included as appropriate within this RMDS/G.

SEESAC has a mandate under the Stability Pact Regional Implementation Plan (Revised 2006) to fulfil, among others, operational objectives of 1) sharing information on and enhancing co-operation in the establishment and implementation of SALW control and reduction programmes and approaches among regional actors; and 2) providing linkage and co-ordination with the other relevant regional initiatives. The development of RMDS/G is one means of fulfilling that mandate.

The work of preparing, reviewing and revising these standards and guidelines is conducted by SEESAC, with the support of international, governmental and non-governmental organisations and consultants. The latest version of each standard, together with background information on the development work, can be found at www.seesac.org. RMDS/G will be reviewed at least every three years to reflect developing SALW control norms and practices, and to incorporate changes to international regulations and requirements. The latest review was conducted on 01 March 2006, which has reflected the development of the UN Integrated Disarmament, Demobilization and Reintegration Standards (IDDRS) www.unddr.org, (that include RMDS/G as a normative reference in the Disarmament and the SALW Control modules).

¹ Defined as: 'the monitoring, collection, control and final disposal of small arms, related ammunition and explosives and light weapons of combatants and often also of the civilian population. It includes the development of responsible weapons and ammunition management programmes'. Often used interchangeably with SALW control in the past, but SALW Control is now the recognised terminology. The term Micro-Disarmament has only been used here to ensure consistency of the RMDS/G concept, rather than renaming the standards.

² The layout and format of RMDS/G are based on the highly successful International Mine Action Standards (IMAS). The cooperation of the UN Mine Action Service (UNMAS) is acknowledged by SEESAC during the development of RMDS/G.

³ There is no agreed international definition of SALW. For the purposes of RMDS/G the following definition will apply: '**All lethal conventional munitions that can be carried by an individual combatant or a light vehicle, that also do not require a substantial logistic and maintenance capability**'

Introduction

Small arms, light weapons and ammunition are inherently dangerous. In the wrong hands, and in sufficient quantities, they can be politically destabilising and lead to and exacerbate conflict. As such, they can present grave dangers, both to national governments and to international and regional peace-building efforts. The most effective way that they can be kept in check is by interventions and programmes for the control of SALW. This RMDS/G establishes best practices and guidelines for the establishment and responsibilities of a national SALW commission to plan and direct all SALW control interventions within a country or region.

The many inter-relational factors that determine the type of SALW control intervention, and its subsequent success or failure, require that a wide number of organisations be involved in the process. Their work should be planned, coordinated and/or directed to ensure that it is in support of a national SALW plan. This should be one of the primary roles of a national SALW commission, which should be a designated national-level entity to provide policy advice and coordinate and monitor the implementation of policies and strategies.

SALW national commissions

1 Scope

This RMDS/G establishes the guiding principles for the establishment of a national SALW commission⁴ responsible for the safe, efficient and effective planning and execution of SALW control intervention activities. The national SALW commission should be the 'national authority' referred to in the RMDS/G series, although it may choose to delegate some of these responsibilities to the appropriate government department.

2 References

A list of normative references is given in Annex A. Normative references are important documents to which reference is made in this standard, and which form part of the provisions of this standard.

3 Terms and definitions

A list of terms and definitions used in this standard is given in Annex B. A complete glossary of all the terms and definitions used in the RMDS/G series of standards is given in RMDS/G 02.10.

In the RMDS/G series of standards, the words 'shall', 'should' and 'may' are used to indicate the intended degree of compliance. This use is consistent with the language used in ISO standards and guidelines.

- a) 'shall' is used to indicate requirements, methods or specifications that are to be adopted in order to satisfy the standard in full;
- b) 'should' is used to indicate the preferred requirements, methods or specifications; and
- c) 'may' is used to indicate a possible method or course of action.

The term '**national authority**' refers to the government department(s), organisation(s) or institution(s) in each SALW country charged with the regulation, management and co-ordination of SALW activities.

4 Role of national SALW commission

For SALW intervention efforts at a national level to be truly effective it is important that an integrated and comprehensive approach is taken, therefore it is recommended that the primary role of a national SALW commission shall be:

'to plan, coordinate, direct and monitor all appropriate SALW control interventions at the national level in order to secure a safer environment and control small arms and light weapons within society thereby promoting the conditions that will encourage the continued return of the region to normalisation'

5 Tasks of national SALW commission

The tasks of a national SALW commission shall be to:

- a) identify, determine and (if possible) quantify the impact of SALW on society, human security and safety, and economic and social development within their geographical area of responsibility;
- b) determine the aim of a SALW control intervention within their geographical area of responsibility;

⁴ National SALW commissions have been called a variety of names in previous SALW interventions. These include; national SALW co-ordination committee, disarmament, demobilisation and reintegration (DDR) committee, DDR authority etc. For the purposes of this RMDS/G these names all refer to a 'national SALW commission'. The National Focal Point will usually be the external representative or point of contact for the national authority.

- c) derive the operational objectives⁵ of a SALW control intervention from the aim;
- d) develop and disseminate a 'national SALW action plan';⁶
- e) ensure the availability of, and mobilise where necessary, sufficient resources to carry out the national SALW action plan;
- f) approve detailed SALW intervention proposals of all appropriate stakeholders,⁷ including legislative issues, in support of the national SALW action plan;
- g) coordinate the activities of all appropriate stakeholders in support of the national SALW action plan;
- h) disseminate timely information to all appropriate stakeholders in support of the national SALW action plan;
- i) monitor, or ensure the monitoring of, all SALW intervention components in support of the national SALW action plan;
- j) evaluate all SALW intervention components in support of the national SALW action plan;
- k) update the national SALW action plan when appropriate to respond to changing operational situations;
- l) ensure the reporting of national SALW intervention measures to the UN Department of Disarmament Affairs (DDA) in accordance with the UN SALW Plan of Action;⁸
- m) ensure the reporting of national SALW intervention measures to the OSCE in accordance with the OSCE Document on SALW;⁹ and
- n) ensure that the UN Protocol against the Illicit Manufacturing and Trafficking of SALW,¹⁰ EU Code of Conduct¹¹ and any UN sanctions are complied with for the export of SALW.

6 Composition of national SALW commission

All relevant stakeholders should be represented on the national SALW commission, although the host government will determine whether they should have full or observer status. The following should be represented as full members:

- a) Ministry of Interior / Internal Affairs;
- b) President's / Prime Minister's Cabinet Office;
- c) Ministry of Foreign Affairs;
- d) Ministry of Defence;
- e) Ministry of Finance / Economic Affairs;
- f) Ministry of Justice;
- g) Ministry of Education:

⁵ Suggested operational objectives can be found in RMDS/G 01.10.

⁶ This should be in accordance with the Stability Pact Regional Implementation Plan for Combating the Proliferation of SALW, 28 November 2001. (Revised 2006) and the EU Strategy on SALW (December 2005).

⁷ Appropriate stakeholders could include, among others, government departments, police, armed forces, United Nations organisations (UN DDA, UNDP, UNICEF, UNIFEM), NATO (NAMSA), OSCE Missions, EU Missions, NGOs and civil society organisations (CSO).

⁸ The United Nations Programme of Action to Prevent, Combat and Eradicate the Illicit Trade in SALW in all of its aspects, July 2001.

⁹ OSCE Document on SALW, 24 November 2000.

¹⁰ The United Nations Protocol against the Illicit Manufacturing of and Trafficking in Firearms, their Parts and Components and Ammunition, supplementing the United Nations Convention against Trans-national Organized Crime.

¹¹ EU Code of Conduct on Arms Exports, 08 June 1998.

- h) Ministry of Local Government (if appropriate);
- i) National Focal Point;¹² and
- j) United Nations Development Programme, (as Chief Technical Advisor if directly supporting a national programme).

The following should be represented as observers, if they are not already de facto members:

- a) NGO representative;
- b) CSO representative; and
- c) other international organisations directly implementing a SALW intervention project.

6.1 National Focal Point

Within South Eastern Europe Stability Pact Regional Implementation Plan, there is a requirement for countries to nominate a National Focal Point (NFP). This is a critical position for implementation of the Stability Pact plan as well as for external liaison. The plan states that:

'in each country and area of the region, the Government will appoint a 'national focal point.' This focal point will be responsible for the implementation of the plan in cooperation with key law enforcement and arms control authorities, thus ensuring a multi-disciplinary approach'.

Hence the NFP is a vitally important appointment to the success of any national SALW intervention if a national government is to meet its responsibilities under the Stability Pact Regional Implementation Plan. The individual should therefore be nominated with care, and shall fulfil the following criteria:

- a) have an extensive knowledge of the SALW situation within a country in all of its aspects;
- b) fully understand the role, responsibilities and operational workings of all stakeholders, (both governmental, international organisations and civil society) within the country;
- c) be at senior enough level ¹³ that they can take part in the decision making process and communicate on policy issues;
- d) have the ability to communicate with all relevant stakeholders; and
- e) be able to gain and maintain the confidence of all stakeholders.

7 Ministerial areas of responsibility

There are a range of operational components within functional areas that are traditionally used as part of a SALW intervention. These functional areas are very unlikely to fall within the area of responsibility of a single ministry. The following table suggests one option for the delegation of ministerial responsibility within the national SALW commission for the functional areas of SALW intervention:

SALW FUNCTIONAL AREA	LEAD MINISTRY	REMARKS
(a)	(b)	(c)
Cross Border Controls	Ministry of Internal Affairs	Ministry of Defence as alternate if they are responsible for Border Guards.
Legislative and Regulatory	Ministry of Justice Ministry of Foreign Affairs	Internal SALW control laws Export legislation

¹² This should be the nominated individual, not the organisation providing the NFP.

¹³ It is unlikely that mid-level or ranking military officers or civil servants will be senior enough to be effective in fulfilling the role of the NFP.

SALW FUNCTIONAL AREA	LEAD MINISTRY	REMARKS
(a)	(b)	(c)
Management Information	Ministry of Internal Affairs	
SALW Awareness and Communications Strategy	Ministry of Internal Affairs	Alternatively the Ministry of Education could be the lead.
SALW Collection	Ministry of Internal Affairs	Support from Ministry of Defence
SALW Destruction	Ministry of Defence	Ministry of Internal Affairs for police weapons and ammunition
SALW Stockpile Management	Ministry of Defence	Ministry of Internal Affairs for police weapons and ammunition

8 National SALW action plan

Each national SALW action plan will necessarily be different, as it will have to respond to different operational circumstances on the ground. The initial plan may well be limited due to a lack of the information necessary to plan a comprehensive SALW intervention, but this information can be obtained from a SALW Survey conducted in accordance with RMDS/G 05.80. The national SALW plan should be a constantly evolving document that responds to changing operational circumstances.

The national SALW action plan shall be developed by the national SALW commission¹⁴ and should include the following:

- a) introduction;
- b) the SALW situation;¹⁵
- c) the aim of a national SALW control intervention;
- d) the operational objectives of a national SALW intervention;
- e) applicable and developing SALW legislation;
- f) available resources;
- g) operational activities, (SALW survey, SALW awareness, SALW collection, SALW destruction, SALW stockpile management);
- h) resource mobilisation requirements to support operational activities;
- i) the National Focal Point;
- j) if appropriate, a Secretariat for the daily operational tasks in support of the national plan;
- k) responsibilities of all stakeholders;
- l) monitoring and evaluation activities;
- m) donor liaison; and
- n) the reporting and dissemination of information.

An example format layout for a national strategy and action plan is at Annex C.

¹⁴ The national SALW commission may choose to delegate this to the National Focal Point.

¹⁵ This should be a continual process, based initially on SALW Survey, and then updated by monitoring, subsequent confirmatory survey and other information sources.

9 Areas of responsibility

9.1 United Nations Development Programme (UNDP)

UNDP has a general responsibility for enabling, assisting and encouraging the effective management of SALW control programmes by continuously maintaining an overview of RMDS/G to reflect developing SALW control norms and practices, and by informing relevant stakeholders of any changes to international regulations and requirements.

UNDP should apply RMDS/G to its SALW intervention programmes, activities and contracts within South Eastern and Eastern Europe unless the local situation precludes their effective application. In such circumstances, when one or more RMDS/G is not appropriate, UNDP will provide alternative specifications, requirements and guidance.

9.2 Regional organizations

In certain areas of the world, regional organizations have been given a mandate by their member states to coordinate and support SALW control programmes within a state national boundaries. (For example EUFOR within Bosnia and Herzegovina).

In these circumstances the regional organization should assume many of the responsibilities and roles of the national SALW authority, and could also act as a conduit for donor resources. The responsibilities and roles of regional organizations for SALW control will vary from state to state and may be subject to specific Memoranda of Understanding, or similar agreements.

9.3 SEESAC

SEESAC shall provide operational assistance, technical assistance and management information, within resources and on request, to all SALW intervention programmes within South Eastern and Eastern Europe, and assistance to SALW intervention programmes worldwide through the drafting and issuing of RMDS/G.

9.4 National SALW authority¹⁶

The national SALW authority should be responsible for ensuring the national conditions that enable the effective management of national SALW intervention projects. The national SALW authority is ultimately responsible for developing and managing the SALW intervention programme within its national boundaries.

The national SALW authority shall be responsible for establishing and maintaining a national SALW commission for the management of SALW intervention planning and operations, and should devolve responsibility for the management of SALW control interventions as is deemed appropriate.¹⁷ The national SALW commission should be consistent with the guidelines provided by RMDS/G, and other relevant national and international standards, regulations and requirements.

9.5 SALW Control organizations

NGOs, commercial companies and other organizations involved in SALW control interventions shall make every effort to liaise and cooperate with the national SALW commission in order to improve the effectiveness, efficiency and safety of SALW control interventions.

¹⁶ In this case the national SALW authority, if the same as the national SALW commission, may be responsible to itself.

¹⁷ As an example of the distinction between a national SALW authority and a national SALW commission, the national SALW authority could be the Minister of Internal Affairs, whilst the national SALW commission would be a body with representatives from all interested ministries and organisations. In many cases the national authority and national commission could be the same thing.

Annex A (Informative) References

The following normative documents contain provisions, which, through reference in this text, constitute provisions of this part of the standard. For dated references, subsequent amendments to, or revisions of, any of these publications do not apply. However, parties to agreements based on this part of the standard are encouraged to investigate the possibility of applying the most recent editions of the normative documents indicated below. For undated references, the latest edition of the normative document referred to applies. Members of ISO and IEC maintain registers of currently valid ISO or EN:

- a) RMDS/G 01.10 - Guide to RMDS/G and SALW control measures; and
- b) RMDS/G 05.80 - SALW Survey.

The latest version/edition of these references should be used. SEESAC hold copies of all references used in this standard. A register of the latest version/edition of the RMDS/G standards, guides and references is maintained by SEESAC, and can be read on the RMDS/G website: <http://www.seesac.org/>. National SALW authorities, employers and other interested bodies and organisations should obtain copies before commencing SALW programmes.

Annex B (Informative) **Terms and definitions**

B.1.1

micro-disarmament

the collection, control and disposal of small arms, ammunition, explosives, light and heavy weapons of combatants and often also of the civilian population. It includes the development of responsible weapons and ammunition management programmes.

B.1.2

micro-disarmament organisation

refers to any organisation (government, military or commercial entity) responsible for implementing SALW Control projects or tasks. The organisation may be a prime contractor, subcontractor, consultant or agent.

B.1.3

national authority

in the context of SALW, the term refers to.. the government department(s), organization(s) or institution(s) in a country charged with the regulation, management and coordination of **SALW** activities.

B.1.4

Small Arms and Light Weapons (SALW)

all lethal conventional munitions that can be carried by an individual combatant or a light vehicle, that also do not require a substantial logistic and maintenance capability.

Note: There are a variety of definitions for SALW circulating and international consensus on a 'correct' definition has yet to be agreed. For the purposes of RMDS/G the above definition will be used.

B.1.5

standard

a standard is a documented agreement containing technical specifications or other precise criteria to be used consistently as rules, guidelines, or definitions of characteristics to ensure that materials, products, processes and services are fit for their purpose.

Note: RMDS/G aim to improve safety and efficiency in SALW Control by promoting the preferred procedures and practices at both headquarters and field level. To be effective, the standards should be definable, measurable, achievable and verifiable.

Annex C (Informative) Example National SALW Strategy and Action Plan

SEESAC NOTE: The following information is a suggested layout for the development of a National SALW Control Strategy and Action Plan. The text shown in Red Italics is that text that requires revision and revising after planning and discussions by the national SALW authority. SEESAC, or UNDP Country Office SALW Project Managers, are available to provide technical advice and assistance to governments during the developmental and implementation phases of their national SALW control strategy and action plan.

COUNTRY NAME

Ministry

Address

File Number

Date

NATIONAL SALW CONTROL STRATEGY AND ACTION PLAN

1. INTRODUCTION

The introduction should contain a brief summary of the problems of SALW proliferation within the country, together with an overview of the impact of this proliferation on social and economic development.

2. AIM

There should be a clearly defined aim to a National SALW Control intervention. One option is as follows, but it is emphasised that the aim must be based on the political and operational circumstances at the national level:

'To secure a safer environment and control small arms and light weapons within society in order to promote the conditions that will encourage the continued return of the country to normalisation'.

3. OBJECTIVES

From this aim, operational objectives to reflect the situation within the target community should then be developed as part of the programme planning. *(These should be developed and agreed by a National SALW Commission, (see later)).* Such objectives could include;

- a) the reduction in the number of weapons available to criminals;
- b) the reduction in the number of weapon and ammunition accidents;

- c) the need to make a public connection between the availability of weapons and the amount of violence in the society, (by both national authorities and the civilian population at large);
- d) the requirement to build community awareness of the problem and hence community solidarity;
- e) the reduction and disruption of the transfer and illicit trade of weapons on the black market;
- f) the control of legal weapons through national legislation and registration;
- g) the recovery of stolen weapons from the community;
- h) the reduction of the open visibility of weapons in the community, and addressing the culture of weapons;
- i) the development of norms against the illegal use of weapons; and/or
- j) the use of specific SALW control interventions as a launch framework for future capacity building and sustainable development.

4. THE NATIONAL SALW COMMISSION

4.1 Role of the National SALW Commission

For SALW intervention efforts at a national level to be truly effective it is important that an integrated and comprehensive approach is taken, therefore the primary role of the national SALW commission shall be:

'To plan, coordinate, direct and monitor all appropriate SALW control interventions at the national level in order to secure a safer environment and control small arms and light weapons within society thereby promoting the conditions that will encourage the continued return of the country to normalisation'

This role should be derived from the aim of the national SALW strategy at Paragraph 2 above.

4.2 Tasks of National SALW Commission

The tasks of a national SALW commission shall be to:

- a) identify, determine and (if possible) quantify the impact of SALW on society, human security and safety, and economic and social development within their geographical area of responsibility;
- b) determine the aim of a SALW control intervention within their geographical area of responsibility;
- c) derive and develop the operational objectives¹⁸ of a SALW control intervention from the aim;
- d) develop and disseminate a 'national SALW action plan'¹⁹;
- e) ensure the availability of, and mobilise where necessary, sufficient resources to carry out the national SALW action plan;
- f) approve detailed SALW intervention proposals of all appropriate stakeholders²⁰, including legislative issues, in support of the national SALW action plan;

¹⁸ Suggested operational objectives can be found in RMDS 01.10.

¹⁹ This should be in accordance with the Stability Pact Regional Implementation Plan for Combating the Proliferation of SALW, 28 November 2001.

- g) coordinate the activities of all appropriate stakeholders in support of the national SALW action plan;
- h) disseminate timely information to all appropriate stakeholders in support of the national SALW action plan;
- i) monitor, or ensure the monitoring of, all SALW intervention components in support of the national SALW action plan;
- j) evaluate all SALW intervention components in support of the national SALW action plan;
- k) update the national SALW action plan when appropriate to respond to changing operational situations;
- l) ensure the reporting of national SALW intervention measures to the UN Department of Disarmament Affairs (DDA) in accordance with the UN SALW Plan of Action ²¹;
- m) ensure the reporting of national SALW intervention measures to the OSCE in accordance with the OSCE Document on SALW ²²;
- n) ensure that the UN Protocol against the Illicit Manufacturing and Trafficking of SALW ²³, EU Code of Conduct ²⁴ and any UN sanctions are complied with for the export of SALW. *(Insert any other relevant international and national obligations and agreements);*
- o) report to *responsible minister* on progress been made on the operational objectives within the national strategy and action plan; and
- p) meet at a frequency to be determined by the Chairperson of the National SALW Commission.

4.3 Composition of the National SALW Commission

All relevant stakeholders should be represented on the national SALW commission, *(the following list suggests appropriate stakeholders):*

- a) Ministry of Interior / Internal Affairs;
- b) President's / Prime Minister's Cabinet Office;
- c) Ministry of Foreign Affairs;
- d) Ministry of Defence;
- e) Ministry of Finance / Economic Affairs;
- f) Ministry of Justice;
- g) Ministry of Education;
- h) Ministry of Local Government (if appropriate);

²⁰ Appropriate stakeholders could include, among others, government departments, police, armed forces, United Nations organisations (UN DDA, UNDP, UNICEF, UNIFEM), NATO (NAMSA), OSCE Missions, EU Missions, NGOs and civil society organisations (CSO).

²¹ The United Nations Programme of Action to Prevent, Combat and Eradicate the Illicit Trade in SALW in all of its aspects, July 2001.

²² OSCE Document on SALW, 24 November 2000.

²³ The United Nations Protocol against the Illicit Manufacturing of and Trafficking in Firearms, their Parts and Components and Ammunition, supplementing the United Nations Convention against Trans-national Organized Crime.

²⁴ EU Code of Conduct on Arms Exports, 08 June 1998.

- i) National Focal Point ²⁵; and
- j) United Nations Development Programme, (as Chief Technical Advisor if directly supporting a national programme).

The following should be represented as observers, if they are not already de facto members:

- a) Non Governmental Organization (NGO) representative;
- b) Civil Society Organization (CSO) representative; and
- c) other international organisations directly implementing a SALW intervention project.

4.4 National Focal Point

Name, Ministry of ??, is appointed as the National SALW Focal Point for Country. His/Her responsibilities are to:

5. FUNCTIONAL AREAS OF SALW CONTROL INTERVENTIONS

The SALW Control intervention strategy in *Country* shall consist of the following functional areas. The nominated ministries shown in these functional areas shall have 'primacy' and shall take the lead for interventions at the operational level. They should discuss operational interventions at National SALW Commission level and ensure that synergy and coordination takes place when their activities have the potential to impact on operational work within another functional area: *(Ministries are shown for indicative purposes, ministry responsibilities will inevitably be different in each country):*

FUNCTIONAL AREAS		LEAD MINISTRY	OTHER STAKEHOLDERS
(a)	(b)	(c)	(d)
FA 1	Cross Border Control	<i>Ministry of Interior</i>	
FA 2	Legislative and Regulatory Issues	<i>Ministry of Interior</i>	<i>Ministry of Justice</i>
FA 3	Management Information and SALW Survey	<i>Ministry of Interior</i>	<i>Ministry of Foreign Affairs</i> <i>Ministry of Defence</i>
FA 4	SALW Awareness and Communications Strategy	<i>Ministry of Interior</i>	<i>Ministry of Education</i>
FA 5A	SALW Collection (Weapons)	<i>Ministry of Interior</i>	<i>Ministry of Defence</i>
FA 5B	SALW Collection (Ammunition)	<i>Ministry of Interior</i>	<i>Ministry of Defence</i>
FA 6A	SALW Destruction (Weapons)	<i>Ministry of Interior</i>	<i>Ministry of Defence</i>
FA 6B	SALW Destruction (Ammunition)	<i>Ministry of Defence</i>	<i>Ministry of Interior</i>
FA 7	SALW Stockpile Management Issues	<i>Ministry of Defence</i>	<i>Ministry of Interior</i>
FA 8	Security Sector Reform ²⁶ (SSR) Issues	<i>Ministry of Interior</i> <i>Ministry of Defence</i>	<i>Cabinet Office</i> <i>Ministry of Finance</i>

²⁵ This should be the nominated individual, not the organisation providing the NFP.

²⁶ In particular restructuring of armed forces and police.

6. NATIONAL ACTION PLAN (SALW)

SALW control is a complex process, in which there are many components, all of which must interact correctly with each other. *(The following matrix is the basis for operational SALW control interventions, which should be further developed into the National Action Plan as progress is made).* The action points in the following matrix are shown against functional areas, and are in neither date or priority order. The National Action Plan will be continually updated to reflect the progress of the various component parts contained within it,

FUNCTIONAL AREAS		ACTION POINT	LEAD MINISTRY	TARGET DATE ²⁷	REMARKS ²⁸
(a)	(b)	(c)	(d)	(e)	(f)
FA 1	Cross Border Control	Develop plan to control the illicit movement of SALW across national borders.	Ministry of Interior	4	
FA 2	Legislative and Regulatory Issues	Formation of National SALW Commission	Cabinet Office Ministry of Interior	1	
		Operational planning of national SALW control intervention.	National SALW Commission	2	
		Development of appropriate legislation to support SALW control interventions	Ministry of Interior Ministry of Justice	1	Including any amnesty requirements to support a SALW collection strategy.
FA 3	Management Information and SALW Survey	Assessment of the risks from SALW, and their impact on the community. (Conduct of a National SALW Survey).	Ministry of Interior	3	
		Reporting on SALW to appropriate international organizations in compliance with the relevant international agreements or codes.	Ministry of Foreign Affairs	1	
		Develop progress monitoring and evaluation methodology.	All Ministries	3	

²⁷ For the purposes of this advisory template, the number shows the order in which a SALW control intervention would traditionally be done. National priorities and conditions will obviously have an impact on this suggested order.

²⁸ This column should also include reference to any appropriate information that is available to support a particular action point. Examples include the SEESAC Regional Micro-Disarmament Standards (RMDS) and OSCE Best Practice Guidelines.

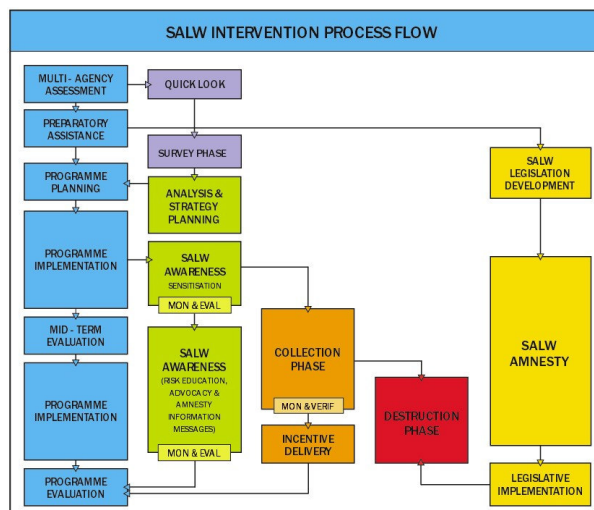
FUNCTIONAL AREAS		ACTION POINT	LEAD MINISTRY	TARGET DATE ²⁷	REMARKS ²⁸
(a)	(b)	(c)	(d)	(e)	(f)
FA 4	SALW Awareness and Communications Strategy	Development and implementation of the 'sensitization' phase of a SALW Awareness campaign.	<i>Ministry of Interior</i> <i>Ministry of Education</i>	4	
		Development and implementation of the full SALW Awareness campaign, which is designed to support the national strategy.	<i>Ministry of Interior</i>	4	
		Development of a media operations plan to support the SALW Awareness campaign and other SALW control interventions.	<i>Ministry of Interior</i>	4	
FA 5A	SALW Collection (Weapons)	Development of a weapons collection plan.	<i>Ministry of Interior</i>	4	
		Implement weapons collection plan	<i>Ministry of Interior</i>	5	
FA 5B	SALW Collection (Ammunition)	Development of an EOD response to support ammunition finds and returns.	<i>Ministry of Defence</i> <i>Ministry of Interior</i>	4	
		Development of a policy to deal with returned ammunition.	<i>Ministry of Defence</i> <i>Ministry of Interior</i>	4	
FA 6A	SALW Destruction (Weapons)	Identify appropriate facility and technology for destruction of weapons.	<i>Ministry of Interior</i> <i>Ministry of Defence</i>	4	
		Commence resource mobilization activities to fund destruction.	<i>Ministry of Finance</i> <i>Ministry of Foreign Affairs</i>	4	<i>This should be expanded to reflect the different approaches for the destruction of collected ammunition and national surplus ammunition.</i>
		Undertake capacity development of infrastructure and staff at destruction facility.	<i>Ministry of Interior</i> <i>Ministry of Defence</i>	5	
		Implement weapons destruction plan.	<i>Ministry of Interior</i> <i>Ministry of Defence</i>	5	
FA 6B	SALW Destruction (Ammunition)	Identify appropriate facility and technology for destruction of ammunition.	<i>Ministry of Interior</i> <i>Ministry of Defence</i>	4	

FUNCTIONAL AREAS		ACTION POINT	LEAD MINISTRY	TARGET DATE ²⁷	REMARKS ²⁸
(a)	(b)	(c)	(d)	(e)	(f)
		Commence resource mobilization activities to fund destruction.	<i>Ministry of Finance</i> <i>Ministry of Foreign Affairs</i>	4	
		Undertake capacity development of infrastructure and staff at destruction facility.	<i>Ministry of Interior</i> <i>Ministry of Defence</i>	5	
		Implement ammunition destruction plan.	<i>Ministry of Interior</i> <i>Ministry of Defence</i>	5	
FA 7	SALW Stockpile Management Issues	Ensure security of national stockpiles of weapons and ammunition.	<i>Ministry of Interior</i> <i>Ministry of Defence</i>	1	
FA 8	Security Sector Reform²⁹ (SSR) Issues	Identify surplus stocks arising from armed forces and police restructuring, and ensure that they are reflected in the destruction plan.	<i>Ministry of Interior</i> <i>Ministry of Defence</i>	4	

The components above also require continuous monitoring, to assess the progress being achieved, inform the government, population and donors to the programme, and to eliminate as far as possible any difficulties of implementation.

A schematic diagram of the flow of the national SALW intervention process is below:

²⁹ In particular restructuring of armed forces and police.



7. RESOURCE ASSESSMENT

This part of the national SALW strategy and action plan should contain information on available resources, and required resources. The following table is for indicative purposes only.

FUNCTIONAL AREA		AVAILABLE RESOURCES	REQUIRED RESOURCES
(a)	(b)	(c)	(d)
FA 1	Cross Border Control		
FA 2	Legislative and Regulatory Issues	<i>Ministry of Interior Legal Team Ministry of Justice Legal Team</i>	<i>Weapons registration software and supportive hardware</i>
FA 3	Management Information and SALW Survey		
FA 4	SALW Awareness and Communications Strategy	<i>Ministry of Education (Schools)</i>	
FA 5A	SALW Collection (Weapons)		
FA 5B	SALW Collection (Ammunition)		
FA 6A	SALW Destruction (Weapons)	<i>Named Weapons Destruction Facility</i>	<i>Financial resources for preparation of weapons for smelting</i>
		<i>Named Industrial Smelter</i>	<i>Financial resources for smelting operations</i>
FA 6B	SALW Destruction (Ammunition)	<i>Named Ammunition Destruction Facility</i>	<i>Requires significant capacity development and international technical assessment of capability.</i>
		<i>Ministry of Defence EOD Teams (Open Detonation only)</i>	<i>Require improved equipment and training in alternative techniques.</i>
			<i>Financial support from international community for capacity building.</i>

FUNCTIONAL AREA		AVAILABLE RESOURCES	REQUIRED RESOURCES
(a)	(b)	(c)	(d)
FA 7	SALW Stockpile Management Issues		
FA 8	Security Sector Reform ³⁰ (SSR) Issues		

Name
Appointment

Office:
Mobile:
Fax:
E Mail:
Web Site:

³⁰ In particular restructuring of armed forces and police.