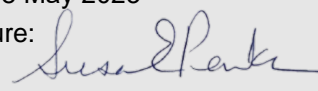




ExB Project Proposal – Amendment 3

[OSCE Mission to Bosnia and Herzegovina

Project title: Addressing security and safety risks of illegal possession, misuse and trafficking of SALW and their ammunition in Bosnia and Herzegovina

General Information

<p>Type of project: EXB Project no.: 2200469 OSCE Dimension: Politico-Military Thematic category: SALW Geographical area: South Eastern Europe (SEE), UB programme name: Security Co-operation Multi-unit/executive structure: OSCE Mission to Bosnia and Herzegovina Start date: 1 November 2020 Original End Date: 31 October 2023 New End Date: 31 December 2024 New End Date: 31 December 2025 Total financial requirements (in EUR): 3,464,208.35 Revised Financial requirement (in EUR): 3,845,355.06 Revised Financial requirement (in EUR): 4,666,253.13</p> <p>Gender marker: Score 2 SDG contribution: 5.2; 16.1; 16.4; 16.A. External partners: BiH SALW Control Co-ordination Board Implementing partner: Yes Beneficiaries: Law enforcement agencies (LEAs) including entity and cantonal ministries of interior (MoIs)/police agencies; SALW Control Co-ordination Board; BiH Ministry of Security (MoS); Prosecutors' offices, courts and penitentiary services; population of BiH; OSCE participating States from SEE.</p>	<p><u>PROJECT MANAGER</u> Name: Mr. Andrei Sarban Title: Project Manager E-mail: andrei.sarban@osce.org Telephone: +387 67 130 1040</p> <p><u>PROGRAMME MANAGER</u> Name: Dr. Susan Penksa Date: 8 May 2023 Signature: </p> <p><u>CHIEF OF FUND ADMINISTRATION</u> Name: Mr. Tamas Magda Date: 08.05.2023 Signature: </p> <p><u>FUND MANAGER</u> Name: Ambassador Brian Aggeler Date of approval: 08/05/2023 Signature: </p>
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1. Executive Summary

The *BiH Small Arms and Light Weapons (SALW) Control Strategy* reaffirms the country's commitment to preventing, controlling and eradicating proliferation of SALW in accordance with international initiatives and standards. The BiH SALW Control Coordination Board (SALW CCB), the official body steering institutional efforts on implementation of the SALW Strategy, has identified several gaps hampering implementation. The identified areas have been addressed to the OSCE through the BiH Ministry of Security (MoS) in the form of an official assistance request delivered on 15 March 2019, and also presented to the OSCE Forum for Security Cooperation (FSC) on 9 October 2019.

This project addresses high-priority needs specified in the assistance request of the MoS and aims to support BiH in mitigating security and safety risks related to illegal possession, misuse and trafficking of SALW, ammunition and explosives - thus contributing to security and stability in the country and the wider region. This objective will be achieved through enhancing regulatory,

operational and inter-agency cooperation capacities of the BiH SALW CCB and law enforcement agencies¹ (LEA) in BiH to combat SALW proliferation and misuse. The Project will have five priority areas, as identified by the SALW CCB: (1) improving Physical Security and Stockpile Management (PSSM) of the LEAs' SALW and ammunition storage infrastructure, (2) support the institutions, and the SALW CCB by providing the monitoring and evaluation of their public awareness activities on the dangers/risks of misuse and proliferation of SALW, ammunition and explosives, (3) building the LEAs' canine (K9) capabilities for detecting SALW, ammunition and explosives, (4) supporting development of a SALW and ammunition inter-institutional track record database and reporting mechanism, and (5) supporting development of the legislative framework on SALW deactivation and its implementation. Project support will be provided through targeted and tailor-made workshops, working group meetings, conferences and training courses; development of regulatory materials, knowledge products and training curricula; procurement of technology and equipment; and upgrading of the security and safety infrastructure.

2. Background and Justification

2.1 Needs assessment

South-Eastern Europe (SEE) is recognized as one of the priority areas in this regard, with evidence suggesting that some SALW and/or ammunition used by terrorists and other criminal groups in Europe originates from this region. There is significant international interest in supporting the fight against arms trafficking in the SEE region, including in BiH.

According to official data provided by BiH authorities, and analysed through a survey on SALW conducted by SEESAC² in cooperation with the SALW CCB³, in the period 2012-2016 there was a steady rise in demand for obtaining a license for possession of small arms on the part of BiH citizens and SALW on the part of institutions in BiH. The majority of small arms license-holders continue to cite personal safety as the main reason for acquiring firearms, and the demand for small arms and licenses for their legal possession is predominantly male-driven. This has impacted the overall (perception of) security through decline of public trust in official institutions, and an adverse impact of SALW on women, men, boys and girls. The survey shows that a growing number of recorded incidents recorded involves the use of small arms, creating the perception among survey respondents and the general population that government institutions are unable to provide adequate security. This has resulted in an increasing number of people petitioning for licensed possession and licenses to carry firearms for the purpose of self-protection. Based on the SEESAC platform that registers incidents with firearms, an increase in the number of incidents as well as victims is noticeable in 2021. The number of men who were perpetrators of firearms incidents is 431 (in 2020 –341) or 98%, and women were perpetrators in 7 (in 2020 – 11) cases or 2%. The men are victims in 126 cases, which is 57%, while women are victims in 96 cases or 43%⁴.

The same survey also shows that, with the growing presence of small arms in households, and their inadequate storage, the number of incidents involving their accidental discharge, (self) wounding, misuse by an unlicensed individual, or use for coercion, intimidation and domestic violence is on the rise. All of these types of incidents, and the impact of the growing presence of SALW in civilian possession, also has a distinct impact on different genders in society.

¹ Mol and police at all levels (BiH, entities, cantons)

² The 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, and thus contribute to enhanced stability, security and development in South Eastern and Eastern Europe. It functions under the mandate given to it by the United Nations Development Programme (UNDP) and the Regional Cooperation Council (RCC).

³ Full Report available at: https://www.seesac.org/f/docs/SALW-Surveys/web_BiH_SALW-Survey_ENG.pdf

⁴ https://www.seesac.org/AVMP/?glance_year=2021&glance_month=all&glance_region=1310#glance

The rate of incidents in which SALW was (mis)used remained constant throughout the analysed period, and the context in which misuse of SALW was recorded is prevalently related to crime. Although the use of legally-owned SALW in crime is noteworthy, the overwhelming majority of criminal offenses involving firearms (i.e. 95.7 per cent) involved use of illegally-owned SALW.⁵ Accordingly, the significant number of firearms/SALW, their ammunition, and explosives in illegal possession of citizens, as well as their unlawful use, widespread availability and ease of access to them (including as a consequence of trafficking), continue to pose a pronounced risk to the safety of the general population, specific target groups, as well as law enforcement in BiH and the wider region.

In an overwhelming majority of cases, men are the prevalent perpetrators as well as the victims of crime and homicide committed with SALW. Nevertheless, observing these findings through the lenses of gender and age reveals that two categories of people are most affected– women and young men. Trends indicate that young men (19 to 35 years of age) are most likely to commit homicide. On the other hand, women are significantly impacted as victims of SALW-related deaths and injuries; 71.4 per cent of women and 45.5 per cent of men killed with firearms were killed in their homes, apartments or yards - thus making their households places of greatest danger to their lives.⁶ Moreover, in terms of misuse of SALW in domestic violence, nearly every second person murdered within the domestic context was killed by firearms; in fact, 66.7 per cent of women and 15.5 per cent of men killed in this context were killed by a family member.⁷

Continued analysis of the above-noted trends and figures remains essential for evidence-based policy development and intelligence-led actions. Accordingly, the OSCE Mission to BiH (the Mission) intends to support and promote societal dialogue regarding the importance of prevention, control, investigation and suppression of proliferation and unlawful possession of SALW and its ammunition. Accordingly, the project will provide technical assistance in supporting the development of a variety of strategic, tactical and operational responses to illegal possession, misuse, and trafficking of SALW, ammunition and explosives.

To adequately prepare a response to the MoS assistance request, the OSCE conducted thorough consultations and research on the identified problems. With respect to the awareness raising and outreach, several meetings were held with the BiH SALW CCB and relevant LEAs in order ensure understanding on ways to provide the expected technical assistance. Project activities have been discussed and agreed with the stakeholders as the starting point for developing a comprehensive response. Through co-ordination with the relevant international partners in BiH, it was agreed that the UNDP would support outreach and awareness-raising efforts aimed at reaching the broadest possible audience while addressing the gender aspects that lead to misuse and trafficking of SALW, ammunition and explosives. In a complementary manner, this Project would support institutions in monitoring and evaluating the outreach campaign, thus helping generate important insight for future planning.

Upon the request of BiH to support increasing of security and safety of SALW and ammunition in the possession of police, the Mission and its international partners jointly assessed storage conditions of 28 police SALW storage/rooms - with a focus on storage management and PSSM. The aim of the assessment was to establish the current situation and priority upgrades for each site. Each SALW storage site was assessed in co-ordination with the relevant LEA and jointly with authorized police staff in charge of SALW management at each location.

The following foremost gaps have been identified:

- Inadequate available space (location, size);
- Unresolved property ownership status (for some of locations);

⁵ For more details see: http://www.seesac.org/f/docs/SALW-Surveys/web_Bosna_SALW-Survey_ENG.pdf

⁶ For more details see Gender and Small Arms in Bosnia and Herzegovina – Fast Facts: https://www.seesac.org/f/docs/Gender-and-SALW/Gender-And-Small-Arms_BiH_ENG_WEB.pdf

⁷ Ibid.

- Lack of adequate recordkeeping (unclear information about SALW and ammunition quantity stored at the location);
- Temporarily stored SALW and ammunition remains in storages for extended periods of time (some even for 20 years or more); Inadequate safekeeping and storage conditions (absence of shelves/safes necessary for safe storage of pistols/rifles);
- In numerous locations, SALW and SCA storage premises are also being used for archiving documents.

The identified challenges hamper effective and efficient handling of SALW, ammunition and explosives proliferation cases. They also have a significant impact on SALW, ammunition and explosives detection and associated investigations. Following the assessment, the project has prioritized key locations and works that will serve as a starting point for these activities.

The OSCE also assessed canine (K9) capacities of BiH police agencies. Given the complexity of the political system in the country, the assessment entailed visits to all levels of government (i.e. federal institutions, cantonal special police units, gendarmerie in *Republika Srpska* (RS), police units in Brčko District). The assessment team visited 11 (eleven) locations of various K9 units put forward by the authorities. The Mission assessed existing capacities of K9 units and developed recommendations for upgrading their capacity to reduce the risk of misuse and trafficking of SALW, ammunition and explosives. The assessment examined: doctrine and concepts (legislation, regulations, SOPs related to K9 units); unit organizational structure; financial and personnel resources; infrastructure; security and safety; training; welfare and training of the dogs; dog handlers training; certification and licensing process. The assessment provided for an in-depth understanding of the existing legal and regulatory framework, infrastructure conditions, technical and human capacity, as well as specific knowledge and skills that are necessary. Under this activity, the project will conduct gender mainstreaming of policing practices of the K9 units toward improving their preventive and investigative capabilities, as well as their tactical and operational response.

According to an assessment/study conducted by the OSCE Secretariat in 2017-2018 in BiH and other [SEE](#) countries, the BiH legislative framework on deactivation of SALW and its implementation is not in line with relevant OSCE and international standards. Based on the findings of that assessment, BiH authorities decided to seek assistance from the OSCE in harmonizing and strengthening the deactivation legislative framework and its implementation. Assistance provided through this project will support harmonization of the bylaws on deactivation with international standards. It will also support the rolling out of the newly developed and stricter standard for implementation, oversight and reporting in line with the *OSCE Best Practice Guide on SALW deactivation (FSC.DEC/1/18/Corr.2)* and other international standards as applicable.

Each project activity will be examined against the fact that the use, misuse and effects of SALW, ammunition and explosives have different impact on women and men. To successfully address these varied concerns and realities targeted and tailored action will be developed and applied as relevant.

2.2 Relevance/Rationale

Regional and international considerations

Proliferation and trafficking of SALW, ammunition and explosives poses a serious threat to stability and security in the OSCE area. Their illegal possession and trafficking fuels transnational organized crime, armed conflicts, terrorism and domestic violence - among other serious crimes. Terrorist attacks in Europe committed with illegal and reactivated SALW have underscored the urgency of addressing this issue in order to prevent terrorist groups from accessing SALW, ammunition and explosives.

On 1 February 2018, at a regional meeting in Podgorica, Montenegro, deputy ministers of interior and foreign affairs from SEE reiterated their unequivocal political commitment and aspiration to strengthening control of SALW, ammunition and explosives. They moreover explicitly recognized

their spread and illicit trade as a constant and significant threat to internal and regional security.⁸ As a result, the authorities in the region developed and adopted the *Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons (SALW)/firearms and their ammunition in the Western Balkans* (hereinafter: Roadmap).⁹ The document was adopted at the London Summit on 10 July 2018 as part of the Berlin Process.

Authorities at all levels in BiH contributed to defining and agreeing this commitment, and have accordingly prepared an action plan for implementing the Roadmap document in BiH. The action plan provides measurable actions, goals and concrete performance indicators - all applicable and in full conformity with the 2016-2020 and 2021 – 2024 BiH SALW Control Strategies. The [Mission provided](#) technical support to the BiH SALW CCB throughout its process of developing and approving the new SALW control strategy for the period 2021-2024.

As a result of extensive consultations with host country authorities and international partners, BiH stakeholders have identified five priority areas that require OSCE support. The BiH MoS officially requested OSCE assistance in these five areas by way of a letter to the OSCE CPC Director and Head of Mission. The request was also officially presented by the BiH Delegation to the OSCE at a plenary of the OSCE FSC. These five priority areas are:

- Assessment and upgrading of SALW and ammunition storage infrastructure of LEAs in line with OSCE best practices;
- Building K9 capacities of LEAs in detecting SALW, ammunition and explosives;
- Supporting the establishment of deactivation legislative framework and its implementation;
- Supporting establishment and coordination of an law enforcement and judiciary track record i.e. database on SALW use cases;
- Conducting community outreach on SALW control, risks and dangers through:
 - a) Supporting coordination and outreach of the SALW CBB to all branches of government authorities on the importance of SALW control, the SALW Control Strategy and its action plan;
 - b) Supporting outreach of the SALW CBB to all BiH cantons on the importance of SALW control and its practical implementation;
 - c) Fact-finding and identification and development of key messages, potential target groups, and potential partners in developing outreach and communication campaigns;
 - d) Strengthening partnerships with and capacity-building of civil society organizations (CSOs) in addressing SALW-control related matters, including but not limited to gender-based violence (GBV), SALW misuse, armed violence and the attendant impact on communities; and
- e) Supporting authorities in planning, designing and implementing targeted and/or nation-wide outreach campaigns aimed at improving SALW control.

OSCE added value

For more than 20 years, the OSCE has supported participating States (pS) from [South-Eastern Europe region](#) to overcome the legacy and consequences of armed conflict and instability. The OSCE provides targeted and niche advisory and project support in the area of arms control and demilitarization of accumulated and often unstable stockpiles of SALW and its ammunition. Such support is typically provided to the ministries of defence and armed forces. However, the issue of proliferation of SALW, ammunition and explosives goes well beyond the military aspects of control and touches upon aspects of rule of law, law enforcement, and civilian institutional control. The OSCE is in a unique position to apply a comprehensive and cross-dimensional approach to address this multifaceted security concern. Accordingly, the project will support the development of tools and capabilities of law enforcement and regulatory authorities to more successfully engage all levels of government, and society as a whole, in developing preventive, enforcement

⁸ https://www.seesac.org/News_1/South-East-Europe-stands-united-to-tighten-arms-control/

⁹ The Roadmap was adopted on 10 July 2018 as part of the Western Balkans Summit in London. For more details see: <https://www.gov.uk/government/publications/sustainable-solution-to-illegal-small-arms-and-light-weapons-salw-in-the-western-balkans-by-2024-roadmap>

and suppressive capabilities against proliferation and misuse of SALW, its ammunition and explosives.

The Mission's field offices will provide logistical and other support to activities that are conducted with the local authorities, thereby reaching even the most remote areas of BiH by engaging general or targeted segments of the local population. The OSCE Secretariat, primarily the FSC Support Section and sections of the Transnational Threat Department (TNTD), will provide their expert guidance and support in the area of SALW control, border control, police development, anti-trafficking, and other areas - pursuant to the OSCE commitments and principles. In fact, a significant degree of leverage derives from the relevant OSCE commitment documents¹⁰, and a unique expertise can be drawn from the relevant OSCE publications and guidelines – such as the *OSCE Best Practice Guide on Deactivation of SALW*.

The OSCE has a strong partnership with BiH in the area of SALW control and demilitarization. The Mission works closely with and supports the work of the BiH SALW CCB. The Project will be implemented in line with the Agreement between the BiH Council of Ministers and the OSCE in the field of defence and security, signed in 2012. It will moreover entail an additional Project Implementation Protocol to be signed with the BiH MoS. Recent co-operation has involved the Mission's 2013-2019 extra-budgetary projects on upgrading the safety standards of ammunition and SALW storage sites (Security Infrastructure Upgrade of Bosnia and Herzegovina Ammunition and Weapons Storage Sites (SECUP BiH) and Safety and Security Upgrade of Bosnia and Herzegovina Ammunition and Weapons Storage Sites (SAFE-UP BiH)). In parallel, the OSCE Secretariat, through its FSC Support Section, engages BiH authorities in various regional discussions of SALW management, including those on SALW deactivation standards.

The project will contribute to broader OSCE efforts in SEE to strengthen capacities to control and combat illicit proliferation of SALW and Stockpiles of Conventional Ammunition (SCA). Moreover, it will report on efforts and lessons identified to the broader international community.

Mandate

The project complements the Mission's 2020 UBP as relates to arms control and the 2020 UB project on arms control. It also helps consolidate and further enhance capabilities of BiH to address contemporary and emerging security challenges. All Project activities support BiH in attaining international standards and complying with OSCE and other international commitments in the field of arms control.

More specifically, the project is complementary to the Mission's 2020 UBP Objective 1: To support BiH in developing a better-governed security sector capable of more effectively responding to contemporary and emerging threats and challenges to national and human security in accordance with OSCE commitments, norms and principles, and its Outcome 1.3: BiH conducts more effective arms control, safely reduces SALW and ammunition surplus, and contributes to regional arms control and non-proliferation efforts in accordance with relevant OSCE commitments and best practices.

The Project advances the United Nations Sustainable Development Goals (UN SDGs): 5.2 Eliminate all forms of violence against women and girls; 16.1 Significantly reduce all forms of violence and related death rates everywhere; 16.4 By 2030, significantly reduce illicit financial and arms flows; 16.A Strengthen relevant national institutions, including through international cooperation, for building capacity at all levels, in particular in developing countries, to prevent violence and combat terrorism and crime. It also contributes to implementation of the *Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons (SALW) and their ammunition in the Western Balkans by 2024*¹¹.

¹⁰ OSCE Document on SALW (FSC.DOC/1/00/Rev.1, 20 June 2012), OSCE Document on SCA, OSCE Ministerial Council Decision (MC.DEC/10/17), OSCE Best Practice Guides on SALW and SCA

¹¹ <https://www.seesac.org/f/docs/publications-salw-control-roadmap/Regional-Roadmap-for-a-sustainable-solution-to-the.pdf>

3. Logical Framework Matrix

Project Strategy

UB Programme Objective	To support BiH in developing a better-governed security sector capable of more effectively responding to contemporary and emerging threats and challenges to national and human security in accordance with OSCE commitments, norms and principles					
	Narrative Summary/Project Description/Result's Chain Narrative	SMART Indicators	Baseline	Planned Target	Means of Verification (MoV)	Assumptions
Project Objective	To support BiH in mitigating security and safety risks related to illegal possession, misuse and trafficking of SALW and their ammunition.	Number of registered crimes and security incidents involving use of illegally possessed SALW	No data is available	50 crimes and security incidents involving illegally possessed SALW are detected by LEAs through the project	SALW CCB and LEAs reports	State and entities' LEAs, prosecutors coordinate activities and provide information
Increase in rate of detection and confiscation of trafficked SALW		729 trafficked SALW detected and confiscated in 2016 ¹²	20% increase in detection of trafficked SALW	SALW CCB and LEAs reports	State and entities' LEAs agree on coordination activities and provide information	
Number of persons detected in relation to criminal offenses involving illegal possession of firearms, disaggregated by gender and age		448 people were detected in 2016 for illegal possession of SALW ¹³	20% increase in detection of persons committing SALW-related criminal offenses	SALW CCB and LEAs statistics	State and entities' institutional and social support remains	
Number of institutions agreeing to use the inter-institutional SALW and ammunition tracking system		0	10	SALW CCB and LEAs reports. Mission/expert reports	Beneficiary LEAs/institution see the value in co-operating, sharing information via the database, and using the system.	
Number of coordination actions/operations on SALW detection		1 ¹⁴	10 co-ordinated actions on SALW detection take place by the end of 2025	SALW CCB and LEAs reports	State and entities' institutional agree on coordination activities	
An increase in institutional capacity to conduct and assess awareness raising and outreach on SALW control		Institutional capacity to conduct and assess awareness raising and outreach on SALW control	All beneficiary institutions have sufficient capacity to conduct and assess awareness raising and outreach on SALW control	SALW CCB and Mission/expert reports	Beneficiary institutions willing to co-operate and implement recommendations.	

¹² SEESAC report available at <http://www.seesac.org/SALW-Surveys/>

¹³ SEESAC report available at <http://www.seesac.org/SALW-Surveys/>

¹⁴ Joint Action Days (JAD), organized and co-ordinated annually by Europol

			is limited only to activity of SALW CCB. The last State-wide campaign was conducted in 2013-2014.			
Result 1	SALW and ammunition storage capacity of law enforcement agencies is improved	Number of sites with upgraded physical and IT safety and security infrastructure	0	10	OSCE experts report; handover/donation documentation i.e. report on quality control and commission handover document	Stakeholder/beneficiary commitment. Access to sites.
		Number of trainers certified to deliver the trainings on SALW control and management of LEAs.	0	30	Certificates of completion; training participants' lists	Beneficiary institutions nominate trainees.
Activity 1.1	Upgrading physical storage infrastructure	Number of SALW and ammunition storage sites/rooms meeting the security and safety requirements	0	All 10 beneficiary locations meet the safety and security requirements and are upgraded according to approved technical designs by month 30 of the project	OSCE expert technical evaluation report; copy of handover documents; documents/plans with approved technical designs	Access to sites. Contracted company performs works as expected, and without undue delay.
		Percentage of agreed equipment for SALW storage sites/rooms procured and installed according to ToR	0%	At least 90% by month 30 of the project	OSCE expert technical evaluation report	Access to sites. Contracted company performs works as expected, and without undue delay.
Activity 1.2	Installing Intruder-Detection Systems	Number of storage sites with IDS installed, including CCTV and access point	0	10 by month 30 of the project	OSCE expert technical evaluation report; handover/donation documentation IDS ToR	Access to sites. Contracted company performs works as expected, and without undue delay.
		Number of trainings for police IDS operators.	0	2 by month 48 of the project	List of training participants; training evaluation report	Training facilities are allocated, and trainees are designated by beneficiary institutions.
Activity 1.3	Supporting development of a regulatory and training framework on improved SALW control and management by LEAs	Developed SOP and regulations for management of SALW by LEAs	None	Yes, by month 30 of the project	SOP document; updated regulations	WGs established, and beneficiary institutions nominate appropriate staff/personnel to the group.
		Developed Training Manual (TM) on control, management, and safekeeping of SALW, ammunition and explosives by LEA personnel	None	Yes, by month 32 of the project	Training manual	SALW CCB agrees on content of the training manual.
Activity 1.4	Organizing training for law enforcement on SALW control and management	Number of ToT beneficiaries	0	At least 60 by month 36 of the project	List of training participants; training evaluation report	Training facilities are allocated, and trainees are designated by beneficiary institutions.

Result 2	Institutional awareness on SALW control is increased and the structure, methodology and M&E tools for institution-led public awareness and outreach are developed	Rules of Procedure (RoP) and Action Plan for an institutional outreach structure on SALW control are developed and submitted to authorities for approval	No	Yes, by month 30 of the project.	RoP document, AP document	Relevant institutions and IOs are interested to coordinate activities and use the mechanism for institutional outreach on SALW control.
		Joint methodological framework and M&E tools for assessing and reporting on SALW awareness and outreach is developed and submitted to authorities for approval	No	Yes, by month 30 of the project.	Document(s) of the methodological framework; document(s) on the M&E tools; expert report approved by SALW CCB.	Interest and co-operation from participating LEAs and IOs in BiH. Effective co-ordination role of the SALW CCB.
		Percentage of beneficiary decision-makers with increased understanding of SALW challenges in BiH	0%	[At least] 90%	Survey results, focus group / discussion minutes or reports	
Activity 2.1	Supporting development of an inter-institutional tool and methodology for monitoring and evaluation of communication and public outreach on SALW	Establishment of a WG for development of an inter-institutional tool and methodology for monitoring and evaluation of communication and public outreach on SALW	None	WG established, comprising of all relevant BiH authorities, by month 24 of the project	Documents confirming official establishment of the WG; document of the monitoring and evaluation tools for surveying the population	Political will to establish the WG/body.
		Number of organized WG meetings for multi-stakeholder development of the tools and methodology for monitoring and evaluation of communication and public outreach on SALW	0	At least four (4) regular meetings held by month 12 of the project	Meeting reports/minutes	Effective co-ordination role of the SALW CCB. Relevant public and CSO actors are willing to coordinate.
		Developed qualitative and quantitative tools and methodology for collecting and analysing gender- and age-disaggregated data and other relevant inputs for assessing implementation of the strategy for communication and public outreach on SALW	None	Tools and methodology developed and approved by the SALW CCB by month 30 of the project	Document of the strategy, tools and methodology, as well as documents confirming their official adoption	Political will to adopt the developed tools and methodology.
Activity 2.2	Supporting inter-institutional dialogue and SALW CCB outreach to local authorities	Number of meetings on SALW organized by SALW CCB with the different levels of authority	0	At least one meeting organized by the SALW CCB in each canton and entity, and all involving relevant authorities/institutions	Agendas, minutes and participants' lists from the meetings; Reports of the SALW CCB submitted to OSCE, UN, and EU	Relevant institutions are interested to coordinate activities and use the mechanism for institutional outreach on the importance of SALW control. Effective co-ordination role of the SALW CCB.

Activity 2.3	Supporting monitoring, evaluation and knowledge transfer by SALW CCB on SALW outreach and awareness raising	Expert analysis conducted, contains actionable recommendations, and is shared with relevant institutions to impart knowledge on effective SALW awareness raising.	None	One, by month 36 of the project	Evaluation analysis report; list of participants from SALW CCB meeting; SALW CCB meeting minutes; Mission report; reports to the SALW CCB to OSCE, UN, and EU	Beneficiaries are interested to participate in the conducting of the analysis/evaluation, and designate representatives. IOs in share information. Effective co-ordination role of the SALW CCB.
Activity 2.4	Supporting inter-institutional dialogue and a gender analysis on the misuse of SALW	Number of activities with the Police Women's Network Association and the RS Mol Women Network, conducted at the different levels of authority and in co-ordination with the BiH SALW CCB	None	At least four (4) activities held by month 48 of the project At least supporting two (2) regional events by month 54 of the project	Agendas, minutes and participants' lists from the activities; reports of the SALW CCB submitted to OSCE	Effective co-ordination role of the SALW CCB. Police Women's Network Association, and RS Mol Women Network
Result 3	Law enforcement K9 capabilities for detecting SALW, ammunition, and explosives are strengthened	Rate of implementation of developed Master Plan on developing the necessary legislative, infrastructural, and operational framework for K9 units	0	At least 90% by month 42 of the project	Master Plan; implementation report	Agreements related to K9 capacity-building prioritization, including in relation to procurement of equipment, infrastructure upgrades and training signed with BiH MoS/LEAs. Relevant institutions designate sites/facilities for upgrading.
		Percentage of trainees that demonstrate skills required for effective application of the SOPs	0%	At least 80% by month 42 of the project	Mission/expert training report	
		Number of K9 unites/sites upgraded in accordance with OSCE needs assessment	0	At least 11, by month 42 of the project	Technical assessment reports; donation and handover documentation	
Activity 3.1	Supporting the organization of working groups and co-ordination meetings to develop a Master Plan for K9 capacity building	Number of organized working group and co-ordination meetings	0, no WG exists	At least four (4) regular meetings held	Meeting reports/minutes; Mission reports	SALW CCB exercises its co-ordination role. Institutions nominate appropriate representatives to participate in the WG/meetings. Beneficiary institutions nominate appropriate staff/personnel to the working group.
		K9 Master Plan that maps, sequences and prioritizes each K9 capacity in need of support is developed and submitted for adoption	None	Yes, by month 30 of the project	Master Plan document	

Activity 3.2	Supporting development of required legislative and operational frameworks for use of K9 capacity in detecting SALW	Developed and approved SOP for use of K9 capacity in detecting SALW	None	Developed and adopted by the relevant LEAs by month 36 of the project	SOP documents	Political will and interest.
Activity 3.3	Upgrading K9 infrastructure and providing required equipment	Number of K9 units equipped, including with special transport/vehicles to increase detection capacity	0	At least 11 units equipped, including with one special transport/vehicle each, by month 42 of the project	Donation documentation	SALW CCB facilitate agreement on priorities.
Activity 3.4	Organizing a training programme on application of the SOP for use of K9 capacity in detecting SALW	Training manual on SOPs to engage K9 capacity is developed and printed	None	Developed and printed in 200 hardcopies by month 36 of the project	Training Manual document (incl. hardcopies)	WG for developing a Training Manual on SOP to engage K9 capacity is established, and beneficiary institutions nominate appropriate staff/personnel to the group.
		Number of LEA beneficiaries trained on the SOPs	0	30 by month 36 of the project	List of training participants; training materials	Beneficiary institutions nominate appropriate staff/personnel for the training.
Activity 3.5	Establishing a platform for promoting use of K9 capacities through organization of competitions on national and regional level	Number of national (two-day) competition events for dog handlers organized by LEAs	0	2 by month 42 of the project	Lists of participants, event agendas; event materials	Beneficiary institutions interested in such events, and nominate dog handlers.
		Number of police representatives to attend two (2) regional (three-day) competition events	0	10 by month 48 of the project	Lists of participants; agendas; event materials	Beneficiary institutions nominate dog handlers for the events.
Activity 3.6	Draft ToR to facilitate engagement of required K9 expertise	ToR drafted with enumerated activities for implementation	0	8 enumerated activities contained in the ToR	Engagement contract through the IP agreement; monitoring of IPA activities	Availability of competent/reliable implementation partners with K9 expertise
Result 4	An SALW and ammunition inter-institutional case database and tracking system is developed	Degree of interoperability/compatibility of data collection methodologies as per (2) feasibility reports (i.e. methodology report and IT systems report) ¹⁵	Low/insufficient	Satisfactory/high	Mission/expert reports	Political will and interest exist for inter-institutional database and tracking system among relevant law enforcement and judicial institutions.

¹⁵ Each jurisdiction will have their chapter in each of these reports on their methodological framework and their IT environment, points of convergence and discrepancies, and the way forward.

		Functional inter-institutional IT system that enables collection and analysis of data from SALW- and ammunition-related cases	None. Individual systems co-exist in different jurisdictions without the possibility to compare data or track through all the steps of the criminal chain	Yes, by month 60 of the project	Mission/expert reports; IT systems' ToRs	Sufficient degree of institutional interoperability accepted by decision-makers and competently used by all relevant parties.
Activity 4.1	Supporting an assessment of relevant legal and statistical models of law enforcement and judiciary in establishing an SALW and ammunition inter-institutional track record	Need assessment conducted and required information obtained	None	Yes, by month 24 of the project	Assessment report	Political will and support to conduct the assessment and access required information. Interest and co-operation on the part of relevant/beneficiary Institutions.
		SOP developed on processes and consistent reporting system	None	Yes, by month 48 of the project	SOP document	WG established. Relevant institutions nominate appropriate representatives to the WG. WG convenes/meets as necessary.
Activity 4.2	Supporting establishment of the BiH SALW track record system	Required analysis conducted and information obtained	None	Yes, by month 48 of the project	Analysis reports	Interest and co-operation of relevant/beneficiary institutions. Software development WG established and all relevant beneficiary institutions nominate appropriate staff/personnel to the group. WG convenes/meets as necessary.
		Software design developed	None	Yes, by month 54 of the project	Document containing software design requirements; expert report	Beneficiary institutions provide required information for software design, detailing functions of the ST and the technological requirements.
		SALW track record system equipment procured and installed	None	Yes, including equipment procured as per ToR, by month 54 of the project	Procurement and donation documentation; beneficiary and expert reports	Inter-institutional agreement on donation priority and beneficiaries.

Activity 4.3	Organizing training for judiciary and law enforcement users of the SALW tracking system	SOP for use of the SALW tracking system developed	None	SOP for using SALW tracking system is developed, approved and printed in 300 copies by month 54 of the project	Hard copy of the SOP	Beneficiary institutions nominate appropriate staff/personnel to the working group.
		Training manual for the application of the SOP and the Software Tool developed	None	Training manual developed, approved and printed in 300 copies by month 54 of the project	Hard copies of the Training Manual	Beneficiary institutions nominate appropriate staff/personnel to the working group.
		Number of representatives from the LEAs, judiciary and prosecutors in BiH trained through the ToT courses	0	30 by month 60 of the project	List of participants; agenda; course reports.	Beneficiary institutions nominate appropriate staff/personnel for the training.
Result 5	Legislative and regulatory framework on SALW deactivation is developed and operationalised	SOP develop, adopted and localised	None	Yes, by month 54 of the project.	SOP document; Official Gazette.	No delays in adopting and/or adjusting the legislative/normative instruments for deactivation.
		Training Manual on SOP for SALW deactivation developed and approved	None	Yes, by month 48 of the project	Hard copy of the Training Manual; documents confirming its adoption.	
Activity 5.1	Supporting the Working Group in advancing the legislative and regulatory deactivation framework	Number of meetings of the Working Group (WG)	0	At least two (2) regular WG meetings held	Meeting reports/minutes; Mission reports. Legal framework assessment report;	Political will and agreement on the part of State and entities' authorities.
		Expert report on existing SALW deactivation legal framework in BiH drafted and contains data collection methodologies for SALW deactivation	None	Yes, by month 24 of the project	Expert report; Mission reports	Availability of expert i.e. of required expertise.
		Developed and adopted SOP on SALW deactivation	None	Yes, by month 48 of the project	SOP document	Beneficiary institutions nominate appropriate staff/personnel to the working group.
Activity 5.2	Organizing training for deactivation experts	Training Manual on SOP for SALW deactivation developed and localised	None	TM on SOP for SALW deactivation is developed and subsequently localized to 13 jurisdictions by month 54 of the project	Training manual; SALW CCB reports; Mission/expert report	Beneficiary institutions nominate appropriate staff/personnel in WG for development of the training manual on SOP for SALW deactivation.
		Number of training manual copies disseminated to relevant authorities	0	50 by month 54 of the project	Training manual hard copies; correspondence containing confirmation of receipt.	Effective dissemination channels exist and access to them is provided.

		Number of designated LEA representatives participating in ToT courses	0	20 by month 54 of the project	List of ToT participants; ToT materials and evaluation report	Beneficiary institutions nominate appropriate staff/personnel for the courses.
Activity 5.3	Refurbishing and equipping deactivation facilities	Developed infrastructure designs for upgrading SALW deactivation facilities	0	At least ,two (2) by month 30 of the project	Document containing the technical design	Interest and co-operation of relevant/beneficiary institutions. Required expertise in developing the infrastructure design.
		Number of SALW deactivation facilities with upgraded infrastructure	0	At least two (2), by month 42 of the project	Technical assessment report	Sites/facilities for upgrading determined by the authorities, and access provided.
		Quantity of equipment pieces procured and installed in accordance with ToR for SALW deactivation capacities	0	All of the equipment, by month 42 of the project	Donation documentation	SALW deactivation sites/facilities upgraded to allow for equipment installation.
Preconditions which need to be in place for the project to start	<p>10% of the overall budget i.e. full funding for the first two quarters of project implementation.</p> <p>Project staff hired, office place rented and equipped.</p> <p>PIP with BiH MoS is signed.</p> <p>Focal Points from various beneficiaries are appointed.</p>					

4. Project Objective and Operational Plan

Project objective: To support BiH in mitigating security and safety risks related to illegal possession, misuse and trafficking of SALW and their ammunition.

Result 1 | SALW and ammunition storage capacity of law enforcement agencies is improved

As per request of LEAs in BiH made through BiH MoS, the Mission co-ordinated a needs assessment of 28 LEAs' SALW storage sites¹⁶. Based on the identified needs, and as approved by BiH SALW CCB, ten (10) storage sites have been prioritized to receive support through upgrading of safety and security infrastructure (i.e. 5 in RS and 5 in FBiH, one central depot per administrative unit). Prioritization criteria considered the urgency of conducting upgrades, legal status of each location, as well as political considerations. Envisaged support entails construction, refurbishment, furnishing and IT equipment procurement. Upon completion of works, up to 30 representatives of beneficiary LEAs will be trained on safety standards of SALW storage sites using a training-of-trainers (ToT) approach.

Activity 1.1 | Upgrading physical storage infrastructure

Sub-Activity 1.1.1 Recruitment and work of a construction expert

In addressing the physical upgrade needs of the LEAs' SALW storage sites, a Construction Expert (CE) will be engaged under Special Service Agreement (SSA) contract modality to assist development of the necessary tendering documentation, provide technical advice in tender evaluations, and monitor construction works at the sites. (See responsibilities under Annex 4).

Sub-Activity 1.1.2 Developing infrastructure upgrades design for LEAs' SALW storage sites

The Mission will contract a local company to develop and deliver the construction design specifications for the upgrade works for the selected locations in line with the OSCE procurement and contracting procedures. The company will be required to produce the design, including Bill of Quantities (BoQ), based on an assessment of each location, and with inputs from relevant specialists of each LEA. Infrastructure upgrade designs for LEAs' SALW storage sites will be considered official once each one of the authorities provides their official endorsement of the respective plan for their upgrade (See Annex 7 for the proposed locations.) Results of this activity will be measured and reported upon in line with the Key Performance Indicators endorsed by the BiH authorities in the BiH SALW Strategy.

Sub-Activity 1.1.3 Implementation of infrastructure upgrades at LEAs' SALW storage sites

The Project will procure the services for construction and upgrade works for SALW storage site/rooms based on the elaborated construction design and BoQ. (See Annex 2 for the procurement plan)

Sub-Activity 1.1.4 Quality control supervision for construction works at SALW storage sites/rooms

A local company for quality control supervision will be contracted to supervise the execution of the construction contracts in accordance with a ToR.

Sub-activity 1.1.5 Procurement of equipment for the SALW storage sites/rooms

The Project will procure equipment/furniture for SALW storage site/rooms based on the design, BoQ, upon verification and in co-ordination with beneficiary LEAs. (See Annex 2 for the procurement plan).

A Working Group (WG) will be established to develop the list of equipment/furniture for SALW storage site/rooms. The WG will be composed of representatives from the Project Implementation Team (PIT) and relevant representatives of the beneficiary LEAs engaged in SALW management.

¹⁶ PA Mrkonjić grad, PA Prijedor, PA Banja Luka, PA Gradišla, PA Orašje, PA Brčko Distrikt, PA Zvornik, PA Tuzla, PA Lukavac, PA Olovo, PA Visoko, PA Nemila, PA Doboj, PA Goražde, PA Foča, PA Trebinje, PA Čapljina, PA Ljubuški, PA Livno, PA Konjic, PA Bihać, PA Zenica, DGS – Border Police Sarajevo, State Investigation and Protection Agency (SIPA), Directorate for Co-ordination of Police Bodies (incl. Support Unit), Sarajevo Canton Mol, FBiH Mol Canton Sarajevo Court, Municipal Court Sarajevo.

The experts [engaged in management of police SALW](#) from SEE region will be invited to attend and share experience at the WG meetings on the development the list of equipment/furniture for SALW storage site/rooms.

Activity 1.2 | Installing Intruder-Detection Systems

Sub-activity 1.2.1 Hiring a local supervisor for procurement and installation of IDS

A local expert (i.e. Supervising Engineer) will be hired to supervise the procurement of the IDS parts and installation of IDS-packages, including electrical parts, CCTV and access control, in accordance with the ToR.

Sub-activity 1.2.2 Designing Technical Project Documentation for the IDS-Package

The Project will contract a service provider company to develop the technical documentation and the design specifications, including BoQ, for installation of IDS (including electrical parts, CCTV and access control) at the beneficiary SALW storage sites/rooms. (See Annex 5 for the proposed locations)

Sub-activity 1.2.3 Procuring IDS-parts and installation of IDS packages

The Project will procure IDS equipment and the services for installation of IDS (including electrical parts, CCTV and access control) at the beneficiary SALW storage site/rooms based on the elaborated design, list of equipment and BoQ. (See Annex 2 for the procurement plan)

Sub-activity 1.2.4 Monitoring of works on the upgrades and IDS installation, technical commissioning and handover

The PIT will conduct monitoring visits to each beneficiary SALW storage sites/rooms to oversee work on the upgrades and installation of IDS. Upon completion of works, the PIT will organise technical commission and official handover to LEAs.

Sub-activity 1.2.5. Ensuring sustainability of the full operability of the IDS packages at SALW police storages

Sustainability of the IDS packages installed at SALW police storages is a key aim of the donors and of the OSCE. To ensure the full functionality of the systems, a warranty for the equipment has been provided through the Project. To mitigate this risk of a knowledge gap on the management and maintenance hindering permanent functionality of the installed IDS packages, the Project will conduct an evaluation of the IDS functionality and maintenance. The Project envisages an extension of support to sustainability in 2024 and 2025, through the provision of two (2) two-day trainings for police IDS operators. A local company will be contracted to prepare and deliver this training in line with the OSCE procurement and contracting procedures.

Activity 1.3 | Supporting development of a regulatory and training framework on improved SALW control and management by LEAs

Sub-activity 1.3.1 Developing SOP and updating regulations for the management of SALW by LEAs

The OSCE-conducted Feasibility Needs Assessment of LEAs SALW storage sites identified a lack of standardised use of assets in BiH. To address this issue, the Project will help develop a Standard Operating Procedure (SOP) to provide guidance to the LEAs personnel on organizing, maintaining and managing SALW storage in a standardized manner.

A Working Group (WG) will be established to develop the SOP. It is foreseen that the WG will be composed of representatives from the PIT and relevant representatives of the beneficiary LEAs. The WG will collect and integrate best practises as well as develop an appropriate monitoring and reporting mechanism and template necessary for further maintenance and upkeep of infrastructure. Experts from the region will be invited and will participate in some of the meetings. Using the SSA contract modality, the PIT will engage one national expert to support SOP development. (See Annex 4 for the detailed responsibilities and tasks)

The elaborated SOP, developed in accordance with the methodology of “*Capability Enabling Lines*” will be submitted for review and adoption to the respective LEAs’ hierarchies. Results of this activity will be measured and reported upon in line with the Key Performance Indicators endorsed by the BiH authorities in the BiH SALW Strategy. To ensure a maximum degree of harmonization, the PIT will work closely with the BiH SALW CCB to advocate and support adoption of a unified/coherent SOP. In order to ensure country-wide outreach, the final document will be translated into the official BiH languages and will be made available both in electronic form and in a limited number of hard copies.

Sub-activity 1.3.2 Training programme on application of the SOP for management of SALW by police

Pursuant to the developed and adopted new SoP, a Working Group (WG) will be established and tasked with developing a [training programme \(TP\)](#) and a [training manual \(TM\)](#) on control, management and safekeeping of SALW, ammunition and explosives by LEA personnel. The TM will provide necessary theoretical and practical guidance. The WG will be composed of representatives from the PIT and relevant representatives of beneficiary LEAs. In order to collect and integrate best practises, experts from the region will be invited and will participate at the meetings. Using the SSA contract modality, the PIT will engage one national consultant/expert to support TM and TP development.

The elaborated TM and TP will be submitted for review and adoption to the respective LEAs’ hierarchies. To ensure a maximum degree of harmonization, the PIT will work closely with the SALW CCB to advocate and support adoption of a unified/coherent SOP by the hierarchies of different LEAs. In order to ensure country-wide outreach, the final document will be translated into the official BiH languages and will be made available both in electronic form and in a limited number of hard copies.

Sub-activity 1.3.3 Printing and dissemination of TM, delivering training courses

The TM will be printed in 200 hard copies and disseminated to relevant LEAs’ representatives. The TM will be translated into English and Russian, and electronically disseminated to OSCE field operations, Secretariat and partner LEAs in the region to provide useful material for future reference.

The TM will be converted to e-learning material (which will be transmitted to the police academies in RS and FBiH) for future inclusion in course curricula.

Activity 1.4 | Organizing training for law enforcement on SALW control and management

The PIT will organize two (2) ToT courses for 30 designated trainees from the all beneficiary LEAs in BiH in order to increase their knowledge on management of SALW and the new SOP. The training will be delivered by police academies’ staff on the premises of the academies and with the support of [a national](#) expert.

Result 2 | Institutional awareness on SALW control is increased and the structure, methodology and M&E tools for institution-led public awareness and outreach are developed

Through phased and strategically sequenced efforts, the Project will assist the BiH SALW CCB in ensuring that outreach of a whole-of-government and whole-of-society approach to SALW control is monitored, evaluated, and its findings documented and imparted.

The Project will support the BiH SALW CCB to conduct consultations with all relevant institutional actors at all levels of authority (including cantons) in order to ensure their awareness and

understanding of SALW control. The BiH SALW CCB will agree on effective ways to conduct this task of shared responsibility, and to clarify the roles and contributions of different stakeholders. Accordingly, they will consult and agree on ways in which these efforts and activities will be measured, evaluated and reported on. [Moreover, the Project will support BiH SALW CCB in conducting gender analysis on the misuse of SALW with the aim to increase understanding of the gender implication in SALW control. The gender analysis will assist BiH SALW CCB and Project beneficiaries in targeting their SALW awareness raising activities including the gender implications of the misuse of SALW. The Project will provide support to the beneficiaries to establish inter-institutional co-operation with women's organisations/associations with the aim to approach the gender and SALW in a more synchronized and strategic manner.](#)

This Result will involve support to the BiH SALW CCB and relevant institutions in development of a strategy for communication and outreach on SALW, as well as a methodological framework and tools for evaluation and monitoring of implementation of that strategy. This document will define key challenges and develop priority messages, as well as specify the methodology and tools that would monitor and assess the degree to which the target audiences, geographic/community/group concerns and priorities, and a roll-out plan have been impacted and implemented. The focus will be on documenting and observing the effectiveness of efforts to convey and impart SALW-related risks and roles in decreasing them (i.e. domestic and gender-based violence, celebratory gunfire, misuse of SALW, ammunition and explosives) among selected priority groups.

The Project will subsequently assist the BiH SALW CCB to co-ordinate and conduct outreach to local communities throughout the country, including a series of twelve (12) community-level consultation meetings with citizens, civil society/NGOs and local authorities. Open and constructive societal dialogue will also be facilitated toward collective (re)examination of relevant social cultural norms and behaviours - including ones that predispose young men to firearm misuse. These activities will yield an important insight and more granular understanding of different social realities and constraints related to the availability and use of firearms, improving situational awareness. Against that background, proper methodological and measuring tools will be developed.

Finally, the Project will support the BiH SALW CCB to define evaluation/success criteria and measure impact. Results of this activity will be measured and reported on in line with the Key Performance Indicators endorsed by the BiH authorities in the BiH SALW Control Strategy. Monitoring and evaluation analyses will be conducted and utilized to ensure effective impact assessment/evaluation. Project staff and experts will work directly with local stakeholders to ensure timely and adequate monitoring and regular reporting that will feed into and inform succeeding activities and policy.

To accomplish desired aims, the Project will promote domestic ownership and partnerships with civil society organizations, including but not limited to all associations of women police officers and youth groups. Co-operation will also be established with the education sector and social influencers, to ensure effective outreach toward young men in particular.

Activity 2.1 | Supporting the development of an inter-institutional tool and methodology for monitoring and evaluation of communication and public outreach on SALW

One of the aims of the BiH SALW Control Strategy is to raise citizen awareness on the legalisation regulating SALW possession and on the dangers/risks of using SALW. This is in order to reduce illicit possession and presence of SALW, ammunition and explosives, and to contribute to changing the "gun culture". To support the BiH SALW CCB and other relevant authorities in realizing this strategic goal and operationalizing the National Action Plan for implementation of the SALW Control Strategy, the activity will support development of tools and a methodology to effectively measure and manage SALW awareness-raising activities. This will involve support to the SALW CCB in developing a strategy for communication and outreach on SALW.

A Working Group (WG) will be established to assist the BiH SALW CCB and the participating institutions and civil society actors. The WG will be tasked with reviewing existing data and surveys, and with developing necessary indicators and actions to enable BiH to capture, measure and report on their awareness raising and outreach activities on SALW. The final developed and approved Communication and Outreach [Guidelines](#) will be monitored and scrutinized against an agreed set of indicators that would monitor the direction and modalities of the activities to be implemented under this Result.

Using the SSA contract modality, the PIT will engage one national consultant to support the development of the SALW communication and outreach strategy, as well as of the monitoring and evaluation framework for assessing its implementation (See Annex 4 for the detailed responsibilities and tasks.) The finalized documents will be reviewed and adopted by the BiH SALW CCB, and would subsequently be printed and disseminated. Monitoring and reporting on progress in implementation of the SALW communication and outreach [guidelines](#) will be conducted by the BiH SALW CCB.

[The Guidelines will be printed in 200 hard copies and disseminated to the BiH SALW CCB and to relevant LEAs. The Guidelines will be translated into English, and electronically disseminated to OSCE field operations, the OSCE Secretariat, and partner LEAs in the region to serve as useful material for future reference.](#)

Activity 2.2 | Supporting inter-institutional dialogue and SALW CCB outreach to local authorities

This activity will entail organization of meetings, consultations, as well as knowledge and information sharing events.

The BiH SALW CCB will be supported in conducting outreach to all levels of government and facilitating inter-institutional dialogue toward increased understanding of the importance of this topic, the significance of the international commitments of BiH with regard to SALW control, and the necessity of synchronized and joint action in this field.

The PIT will support the BiH SALW CCB in organizing meetings (12) in each canton and in both entities with different target groups, local administration and NGOs in order to discuss the challenges posed by SALW, ammunition and explosives as well as ways to reduce the offer, demand and misuse of SALW, ammunition and explosives at the community level.

Activity 2.3 | Supporting monitoring, evaluation and knowledge transfer by SALW CCB on SALW outreach and awareness raising

This activity will entail joint evaluation, trainings, consultations, as well as knowledge and information sharing events.

A Working Group (WG) will be established to assist the BiH SALW CCB in developing modalities for effective transfer of knowledge and skills in relation to SALW outreach and awareness raising. Using the SSA contract modality, the PIT will engage one national consultant for this activity. The consultant will provide guidance and support to the WG, ensuring that the necessary skills and knowledge are well understood, and each step taken fully under the ownership of the BiH SALW CCB.

The PIT will support the BiH SALW CCB in organizing two (2) meetings on evaluation and transfer of knowledge and skills on public awareness-raising on SALW.

Activity 2.4 | Supporting inter-institutional dialogue and a gender analysis on the misuse of SALW

[This activity will entail organization of meetings, consultations, as well as knowledge- and information-sharing events involving the Police Women's Network Association and the RS Mol](#)

Women Network (RS WPON). In co-ordination with the BiH SALW CCB, these two associations will be supported in conducting a gender analysis on the misuse of SALW, as well as outreach to all levels of government and facilitation of inter-institutional dialogue toward increased understanding of the importance of gender implication in SALW control and the necessity of synchronized and joint action in this field.

The PIT will support the two associations in organizing four (4) meetings/roundtables in BiH with different target groups, local administration and NGOs to discuss gender in SALW issues. The PIT will also support them to attend two (2) regional events during which participants will share their national best practices on gender implication in SALW related issues.

In addition, the Project will provide IT equipment to both associations for keeping their internal registry of gender-based violence (GBV) firearm-related cases. Both associations will keep all information related to the GBV firearms-related cases and will use those information for reporting purpose and sharing during the inter-institutional coordination and outreaching campaigns.

Result 3 | Law enforcement K9 capabilities for detecting SALW, ammunition and explosives are strengthened

With the advisory support of the OSCE Secretariat, and in view of the K9 Feasibility Assessment Report developed by the OSCE, the Project will support capacity building of law enforcement K9 capabilities to detect SALW, ammunition and explosives.

Expertise will be provided to assist authorities in developing a Master Plan for optimizing K9 capacities of police agencies in BiH in close co-operation with the relevant authorities. The Master Plan will guarantee ownership, prioritization of action, and tasking of further development of technical specifications. The Project will subsequently support implementation of the Master Plan, with a focus on developing the necessary legislative, infrastructure, and operational framework for up to eleven (11) K9 units - including by providing required equipment and training. The assessment visits to the eleven (11) K9 units determined that all could benefit from different forms of OSCE support. In view of the initial finding that beneficiaries require a broad range of equipment, the budget estimates will be adjusted and made more accurate in accordance with the host country prioritization, which will require inter-agency consensus/agreement.

The Project will also support study visits of relevant BiH experts to K9 training centres in the region in order to further increase their capacity. These will help host country beneficiaries to identify good practices, establish institutional ties, and discuss potential regional partnerships, joint exercises and/or standardization of training and operational procedures. All of the activities of the project are designed to achieve greater inter-operability and operational synergies not only at the level of BiH, but throughout the entire [SEE](#) region.

Engagement/hiring of relevant experts will be conducted in co-ordination with the OSCE Secretariat, seeing that the project and this activity are part of a broader regional OSCE effort.

Development of K9 capacities of police agencies in BiH focuses on support to improving infrastructure, human resource, regulatory and information exchange environment in order to create the necessary preconditions for the efficient deployment of the K9 assets capable to prevent, counter or investigate trafficking of SALW, ammunition and explosives. The corresponding results will be measured and reported upon in line with the KPIs endorsed by the BiH authorities in the BiH SALW Control Strategy.

Activity 3.1 | Supporting the organization of working groups and co-ordination meetings to develop a Master Plan for K9 capacity building

LEAs in BiH have K9 capacities at the different administrative levels, i.e. State, entities and cantonal. In supporting development of K9 capacities, and through technical assistance, the Project will assist the authorities to develop a K9 Master Plan that will map, sequence and prioritize each K9 capacity in need of support, and actions to be undertaken.

A Working Group (WG) will be established with the task of developing the Master Plan. It is foreseen that the WG will be composed of representatives from the PIT and beneficiary LEAs, with an emphasis on including the relevant staff of the K9 units.

Using the SSA contract modalities, the Project will secure the expertise required for development of the K9 Master Plan (see Annex 4 for the detailed responsibilities and tasks).

Activity 3.2 | Supporting development of required legislative and operational frameworks for use of K9 capacity in detecting SALW

The OSCE-conducted K9 *Feasibility Assessment Report* identified a lack of standardised use of K9 assets across the country. To address this issue, the Project will support authorities in BiH to develop an SOP which will provide guidance to LEAs' personnel on training, qualifying and deploying K9 capacity in a standardized and coherent manner.

A Working Group (WG) will be established with the task of drafting the SOP. It is foreseen that the WG will be composed of representatives of the PIT and representatives of beneficiary LEAs, with an emphasis on including the relevant staff of the K9 units.

Using the SSA contract modalities, the Project will secure the expertise required for development of the SOP (see Annex 4 for the detailed responsibilities and tasks).

The elaborated SOP will be submitted for review and adoption to the hierarchies of the beneficiary LEAs. To ensure country-wide outreach, the finalized document will be translated into the official BiH languages.

Activity 3.3 | Upgrading K9 infrastructure and providing required equipment

Ten of the eleven K9 units assessed to date operate in poor conditions. Their basic infrastructure (i.e. kennels and training facilities) is dilapidated or otherwise inadequate, and the necessary accompanying equipment is not available. This is particularly applicable for all resources necessary for the K9 capability to be used for detection of SALW, ammunition and explosives.

In order to ensure efficient usage of the K9 resources in preventing and detecting SALW, ammunition and explosives, the Project will explore the possibility of introducing standardization of training and breeding structures in the country, including by supporting the establishment of such capacity in both the RS and FBiH. Accordingly, in co-ordination with the BiH SALW CCB, this activity will support upgrading of existing infrastructure of the up to eleven (11) K9 units through BiH (See Annex 6 for K9 units planned for upgrading).

The activity foresees the construction and refurbishment of kennels' and other K9 facilities for the existing and newly established subunits, as well as their equipping as necessary.

Under this activity, establishment of regional K9 training and breeding centres in each entity will be explored and supported.

Sub-activity 3.3.1 Recruitment and work of a construction expert

In addressing the physical upgrade needs of the K9 units, a Construction Expert (CE) will be engaged under Special Service Agreement (SSA) contract modality to assist in the process of

conducting tenders and monitoring construction works on the sites. (See responsibilities under Annex 4).

Sub-activity 3.3.2 Developing design for infrastructure upgrades of K9 facilities

The project will contract a service provider to develop the construction design specifications for refurbishing kennels', office and storage facilities at the selected locations. (Annex 2 contains the detailed description of the procurement.)

Sub-activity 3.3.3. Upgrading the K9 infrastructure

The project will procure the services for construction of K9 facilities based on the elaborated construction design and BoQ. (See Annex 2 for the procurement plan.)

A local company for quality control supervision will be contracted to oversee the execution of the construction contracts in accordance with the ToR.

Sub-activity 3.3.4 Procuring and handing of priority K9 equipment and transport

Feasibility assessment findings indicate a wide range of equipment, including for transport that would be required to ensure adequate operational capacity of the K9 services. Accordingly, the project and the WG on the K9 Masterplan will jointly develop a list of priority equipment and its technical specifications (i.e. protective gear, transportation means, etc.), and will subsequently procure this equipment through a competitive tender procedure.

A donation agreement will be signed between the beneficiary LEAs (MoI) and the Mission, to regulate beneficiary obligations in terms of equipment use and maintenance. The Project will secure the expertise required for development of the priority equipment list with the accompanying technical specifications

Sub-activity 3.3.5 Monitoring implementation of the upgrade works

The Construction [Expert](#), the PIT, designated representatives of beneficiary LEAs, and representatives of the Mission, OSCE Secretariat and donors, will all be engaged on monitoring implementation of the upgrades. The Construction [Expert](#) will make visits to each location to oversee activity implementation, and this may involve overnight stays as necessary. Monitoring visits by the PIT (3 per site) are also envisaged.

Activity 3.4 | Organizing a training programme on application of the SOP for use of K9 capacity in detecting SALW

The OSCE-conducted K9 *Feasibility Assessment Report* identified a lack of recognized accreditation or licence for K9 instructors, training programmes for dog's handlers and also for re-accreditation of the K9 staff on the national level. The Report also emphasized the importance of strengthening knowledge of field officers on the procedures and modalities for request and use of the K9 capacity.

Sub-activity 3.4.1. Developing a [training programme](#) and a [training manual](#) on an SOP for K9 capacity use

A Working Group (WG) will be established with the task of elaborating a [training programme \(TP\)](#) and a [training manual \(TM\)](#) on the training and deployment of K9 capacity in detecting SALW, ammunition and explosives. The TM will provide guidance to LEAs' personnel on optimal ways and timing of deployment of K9 capacity. The WG will be composed of representatives from the PIT and beneficiary LEAs, including the relevant staff of the K9 units. The WG will be divided into thematic sub-groups to ensure a greater degree of efficiency of development of the TM components and [TP](#) for the different thematic areas.

Using the SSA contract modalities, the Project will secure the expertise required for development of the TM (See Annex 4 for the detailed responsibilities and tasks).

Two (2) four-day and out-of-country working meetings are foreseen to gather international best practises for beneficiary LEAs' staff.

The elaborated TM and TP will be submitted for review and adoption to the hierarchies of the beneficiary LEAs. To ensure country-wide outreach, the finalized document will be translated into the official BiH languages.

Sub-activity 3.4.2 Printing and dissemination of the Training Manual, and delivering training courses

The TM will be printed in 150 hard copies and disseminated to beneficiary LEAs' staff. The translated version will also be electronically disseminated to SEE OSCE field operations and to the OSCE Secretariat - to ensure visibility and future reference material. The TM will be converted to e-learning material to be added to the police training curricula at the entities' police academies and the BiH MoS Agency for Education and Professional Training. Development of the e-learning material will be assisted by an international e-learning development consultant and Law Enforcement Training Institutions (LETIs) in order to ensure coherence with international standards. A three-day working meeting is envisaged at the selected LETI for the staff (8) of the beneficiary LEAs, and one working meeting for the staff (4) of the selected LETI in BiH.

The PIT will support the training of the ToT course outside of BiH for 3 designated representatives from the beneficiary LEAs to increase their knowledge on use of the K9 capacity on detection of SALW and explosive.

The PIT will organize a ToT course for 30 designated representatives from the beneficiary LEAs to increase their knowledge on use of the new SOP. The training will be delivered by the staff of the entity police academies and BiH MoS Agency for Education and Professional Training, and will be held on the premises of LEAs training centres, with the support of an international K9 expert.

Activity 3.5 | Establishing a platform for promoting use of K9 capacities through organization of competitions on national and regional level

Many international LEAs and partners hold national and regional service dog workshops, competitions and trials. These provide a competitive forum for dogs and handlers to test and advance their abilities together with their peers and in all disciplines of service dog work. The competitions would also provide a unique opportunity for the Project to achieve visibility. Furthermore, it would enable BiH dog handlers to share good practices, techniques and other information as well as to establish operational relationships and networks. Service dog competitions are a valuable way to enhance operational capability and capacity at national and regional levels. Yet, the OSCE-conducted K9 *Feasibility Needs Assessment Report* identified a significant lack of this type of activity in BiH.

Accordingly, the PIT will organize national and take part in regional workshops and/or competitions for dog handlers. The Project will support the beneficiary LEAs to organise two (2) national two-day events for dog handlers during which they would share information on current operational modalities, good practises and techniques in the field of detection of SALW proliferation and compare their theoretical and practical knowledge.

The Project will secure the expertise required for provision of effective support to the events (See Annex 4 for the detailed responsibilities and tasks).

The PIT will also support representatives of beneficiary LEAs to attend two (2) regional three-day events. Participants will introduce their national K9 capacities, obstacles/challenges faced, and comparative advantage.

Activity 3.6 | Draft ToR to facilitate engagement of required K9 expertise

The PIT will develop a ToR for engaging an Implementing Partner and the Mission will subsequently conduct the procedures for engaging one in line with the OSCE FAI 15 – Implementing Partners. The IPA will engage a specialised partner agency which will be tasked with securing the needed expertise to carry out the following:

1. Developing a Master Plan for K9 capacity building in BiH (RS, FBiH and Brčko)

The Implementing Partners will support a Working Group (WG) that will develop the Master Plan. The WG will be composed of representatives from the PIT and beneficiary LEAs, with an emphasis on including the relevant staff of the K9 units.

2. Developing required legislative and operational frameworks (SOP) for use of K9 capacity in detecting SALW and explosive as per activity 3.2

The Implementing Partner will support a Working Group (WG) for drafting the SOP for use of K9 capacity for detection of SALW and explosives. The WG will be composed of representatives of the PIT and representatives of beneficiary LEAs, with an emphasis on including the relevant staff of the K9 units.

3. Developing design for infrastructure upgrades of K9 facilities (11 facilities)

The Implementation Partner will support PIT and design company to develop the main design of infrastructure upgrade for the K9 capacities.

4. Developing a list of needed K9 equipment.

The Implementation Partner will support the PIT and LEAs K9 units for development of List of need equipment for each K9 unit.

5. Organizing a training programme on the application of the SOP for use of K9 capacity in detecting SALW and explosive (training curricula and materials)

The Implementing Partner will support PIT and LEAs in development of the Training Programme on the application of the SOP for use of K9 capacity in detecting SALW and explosive (training curricula and materials).

6. Developing a Training Manual on an SOP for K9 capacity use for detection SALW and explosive

The Implementing Partner will support a Working Group (WG) for **developing** a Training Manual (TM) on the training and deployment of K9 capacity in detecting SALW, ammunition and explosives. The TM will provide guidance to LEAs' personnel on optimal ways and timing of deployment of K9 capacity. The WG will be composed of representatives from the PIT and beneficiary LEAs, including the relevant staff of the K9 units. The WG will be divided into thematic sub-groups to ensure a greater degree of efficiency of development of the TM components for the different thematic areas.

7. Delivering training courses (4 trainings)

The Implementing Partner will support PIT to organize a ToT course for 30 designated representatives from the beneficiary LEAs to increase their knowledge on use of the new SOP. The training will be delivered by the personnel of Implementation Partner and International Experts in the BiH MoS Agency for Education and Professional Training,

8. Promoting the use of K9 capacities through the organization of competitions on the national and regional level

The Implementing Partner will support the PIT to organize workshops and/or competitions for dog handlers. The Project will support the beneficiary LEAs to organise two (2) national two-day events for dog handlers during which they would share information on current operational modalities, good practises and techniques in the field of detection of SALW proliferation and compare their theoretical and practical knowledge.

Result 4 | An SALW and ammunition inter-institutional case database and tracking system is developed

Effective countering of illicit SALW proliferation requires effective information exchange in BiH and regionally. Therefore, the exchange and use of information on SALW, ammunition and explosives-related incidents and crimes shall be promoted in order to ensure enhanced understanding and investigations.

The BiH SALW CCB identified a lack of easily accessible and comparable data necessary for effective policy making and operational response. Establishing a joint methodological framework would contribute to joint analysis and research and would be thereby increase the operational response capacity of BiH institutions. This would mean development of a joint methodology, database and tracking system/platform allowing for information collection, reporting and analysis. The collection of information and populating of the database by designated staff will be sought in order to integrate and automate the work of the analytical/statistical departments of all the institutions. This is in order to reduce the time and effort invested into regular reporting, since information/data related to SALW misuse is not yet automated and therefore its extraction from the general ledgers requires a significant number of hours. The results of this activity will be measured and reported on in line with the Key Performance Indicators endorsed by the authorities in the BiH SALW Control Strategy.

In line with the SALW Control Strategy, the project will support capacity building and development of an inter-institutional firearm-use case database in BiH.

As per the BiH MoS request, the project and an engaged company/expert will support BiH in assessing its existing case management systems. Based on the assessment, they will then evaluate the feasibility of developing a sustainable and interoperable/compatible inter-institutional SALW and ammunition track record system. Such a system would provide for collection, exchange and analysis of SALW-related data necessary for evidence-based policy making and intelligence-led investigation and prosecution (i.e. all incidents/misdemeanours, and criminal offences that involved directly or indirectly SALW, ammunition, and explosives). It would also entail collection, exchange and analysis of data gathered and processed by law enforcement, courts, prosecutors' offices and penitentiary institutions / prison administrations that involve incidents, misdemeanour cases and criminal offences. Easy collection, reporting and analysis of

such data for all involved institutions would ensure improved evidence-based policy making, as well as informed and intelligence-led preventive, reactive and suppressive actions.

The process of developing the system will require a high degree of inter-institutional consensus on the methodology and ways to (re)shape data sets to be collected. This consensus will be based on the existing legal framework and an agreement on the minimum/optimum common denominator for the data sets. Once the system/database is developed and the needed equipment procured, it will be donated and handed over to the beneficiary institutions to support their work. The institutions will populate, manage, use and further institutionalize the system/tool.

The OSCE and a hired company will not have interest in nor access to the uploaded data. LEAs' users will subsequently be trained by a hired company to populate, use and manage the system in line with relevant legislation.

Activity 4.1 | Supporting an assessment of relevant legal and statistical models of law enforcement and judiciary in establishing an SALW and ammunition inter-institutional track record

An analytical Working Group (WG) will be established with the task of assessing relevant legal and statistical models of law enforcement, judicial (prosecution and courts) and penitentiary institutions participating in the criminal justice reporting chain on SALW-, ammunition- and explosives-related cases. The WG will: (1) analyse the existing legal and statistical data collection methodologies relevant for collection of information on criminal cases involving SALW, ammunition and explosives use, (2) comparatively review the types of data collected on SALW, ammunition and explosives, (3) analyse and identify efficiencies and impediments related to the sharing/exchange of SALW-related data, (4) develop recommendations on improving efficiency in data collection, analysis, tracking and reporting, and (5) comparatively analyse and inform about the existing IT architecture in the beneficiary institutions. Upon identifying the baseline, the WG will be supported to develop a draft SOP in support of improved processes and a consistent reporting system.

It is foreseen that the WG be composed of representatives from the PIT, relevant representatives of beneficiary LEAs, and relevant representatives of judiciary and prosecution.

Using the SSA contract modality, the PIT will engage one national consultant and one international expert to support development of the assessment. The hired experts will conduct a needs assessment of existing capacities, identify common data sets denominators and gaps, and propose a methodology for synchronized data collection. Findings will more closely determine the specific requirements and the optimal approach to development and roll-out of the SALW tracking system, including the methodology for data collection and analysis, as well as the technical requirements for the appropriate ICT/software solution (See Annex 4 for the detailed responsibilities and tasks).

The conducted assessment will be submitted for review by the BiH SALW CCB and the judicial and prosecutorial authorities. The finalized document will be translated into the official BiH languages.

This project activity entails organizing three (3) two-day workshops for the members of the BiH SALW CCB, beneficiary LEAs, and representatives of prosecutorial and judicial institutions. The foremost aim will be to ensure their full understanding the role of and benefits of the SALW tracking system. These workshops will allow for sharing of information on elements and interrelations of significance for effective SALW control, including as relates to legislative,

regulatory, law enforcement, prosecution, data collection, analysis and information/data exchange aspects.

The PIT is expected to be in position to provide substantive support to the development and conducting of the workshops.

The working language of the workshops will be English, and simultaneous translation will be provided in the languages of the participating experts from the region.

Activity 4.2 | Supporting establishment of the BiH SALW track record system

Sub-activity 4.2.1 Developing the design and rolling out the BiH SALW track record system

The Project will procure a service provider to develop the design and outline the required specifications of a SALW tracking system, including as relates to hardware and software.

The Project will support the development of a software tool (ST) which will serve as a database and tracking system/platform allowing for information exchange and analysis with online support tool for conducting the required analysis on SALW. The ST is planned to be used within the LEAs and judiciary.

A software development Working Group (WG) will be established with the task of conducting a requirement analysis within the beneficiary LEAs, public prosecutor and judiciary institutions. It is foreseen that the WG will be composed of representatives from the PIT, ICT experts, relevant representatives of LEAs in BiH, including the relevant representative of judiciary and prosecutors in BiH.

During the two (2) planned WG meetings, an analysis of the current ICT environment will be conducted, and technical solutions proposed in view of the current ICT capacities of beneficiary institutions.

Based on the Requirement Analysis, software design will be developed - detailing the functions of the ST and the technological requirements. The design will be followed by development and testing of the ST. After the testing period, the ST will be made operational and rolled out.

The PIT will engage a service provider through competitive procurement procedure to (1) assist during the Requirement Analysis, (2) develop the design and the ST, (3) conduct testing and rollout, (4) provide maintenance support for the duration of the Project. The PIT will procure the equipment required for ICT upgrades in the beneficiary institutions. Involvement of representatives and experts from the beneficiary institutions will be ensured during the implementation and maintenance periods.

Using the SSA contract modality, two national experts will be engaged, to support the engaged service provider in ST development (See Annex 4 for the detailed responsibilities and tasks).

Sub-activity 4.2.2 Procuring of the equipment and installation of the SALW tracking system

The project will procure the required equipment and services for installation/establishment of the SALW tracking system based on the elaborated design, list of equipment and BoQ.

Sub-activity 4.2.3 Monitoring visits related to installation works, technical commissioning and handover

The PIT will visit each beneficiary institution at least on two occasions, and will closely monitor installation of the equipment. The PIT will also organize technical commission and handover of the system to the beneficiary LEAs.

Activity 4.3 | Organizing training for judiciary and law enforcement users of the SALW tracking system

Sub-activity 4.3.1 Developing SOP for use of the SALW tracking system

A Working Group (WG) will be established with the task of elaborating an SOP for use of the SALW track record system. The SOP will provide guidance to the personnel of beneficiary LEAs, courts, prosecutors' offices, and prison administrations on ways to record, manage and report the information in the system. The WG will be composed of representatives from the PIT and the relevant representatives of beneficiary LEAs, judiciary and prosecutors. To collect and integrate good practices, experts from the region and from international organizations/agencies will take part in some WG meetings.

Using the SSA contract modality, the PIT will recruit two national consultants to support development of the SOP (i.e. one for the track record and one for the statistics and data processing).

The elaborated SOP will be submitted for review to the SALW CCB and for adoption to the beneficiary LEAs, judiciary and prosecutors.

Sub-activity 4.3.2 Printing and dissemination of the training manual, delivering training courses

The training manuals, which include content related to the developed SOP, will be printed in 150 copies and disseminated to beneficiary LEAs, courts, prosecutors' offices, and prison administrations in BiH. The translated version will be electronically disseminated to all LEAs, judiciary and prosecutors in BiH.

The PIT will organize a ToT course for 50 designated representatives from the beneficiary LEAs, judiciary and prosecutors' offices to increase their knowledge on the use of the new SOP for the SALW tracking system - including joint methodology, database and tracking system/platform allowing for information exchange and analysis. The training will be delivered on premises of beneficiary agencies by international and local experts in management/use of SALW tracking systems.

Using the SSA contract modality, the PIT will recruit one national consultant and one international expert to deliver the ToT.

Result 5 | Legislative and regulatory framework on SALW deactivation is developed and operationalised

In co-operation with the BiH SALW CCB, the project will support establishment of improved deactivation standards across BiH through the advancement of the relevant by-laws at all levels of authority, support to establishment of the necessary centres [for deactivation, inspection, marking, registration and certification of deactivated SALW](#) (i.e. at least two deactivation centres equipped to meet international standards), and provision of training and certification of BiH deactivation experts. Results of this activity will be measured and reported on in line with the Key Performance Indicators endorsed by the authorities in the BiH SALW Control Strategy.

Activity 5.1 | Supporting the Working Group in advancing the legislative and regulatory deactivation framework

A Working Group (WG) will be established with the task of assessing the relevant legal framework on SALW deactivation in BiH and related data collection methodologies, and to develop recommendations on improving legislation and SOPs in this area.

The WG will be composed of representatives from the PIT and relevant representatives of the BiH Ministry of Foreign Trade and Economic Relations (MoFTER) and of the beneficiary LEAs.

Using the SSA contract modality, the PIT will recruit one international expert to support development of the assessment.

The hired expert will conduct a needs assessment of relevant legislation, SOPs and LEAs' capacities on SALW deactivation, and will thereby also identify gaps and potential priority needs for support. The conducted assessment will be submitted for review of the SALW CCB and beneficiary LEAs. The finalized document will be translated into the official BiH languages.

The hired expert will also advise the PIT on required SALW deactivation facilities and equipment. In consultation with the BiH SALW CCB, the PIT will advise on priority areas for advancement of the legislative and practical deactivation framework.

This project activity entails holding of **four (4)** two-day workshops for the members of the BiH SALW CCB and representatives of beneficiary LEAs with the aim of ensuring their full understanding of the significance of SALW deactivation to security, their role in it, the existing capacities and lack thereof, and the relevant legislation and SOP framework in BiH.

The working language of the workshops will be English, with simultaneous translation provided in the languages of the participating experts from the region.

Activity 5.2 | Organizing training for deactivation experts

The BiH SALW CCB identified a lack of recognized accreditation or licence for BiH experts in SALW deactivation process. It also identified a lack of structured training programmes for deactivation experts, absence of updated knowledge of the LEAs staff to successfully monitor and control the processes, and inadequate infrastructure and equipment for SALW deactivation in BiH.

Sub-activity 5.2.1. Developing a training manual on SALW deactivation

A Working Group (WG) will be established with the task of developing a training manual (TM) on SALW deactivation. The TM will provide guidance to expert personnel on ways to deactivate, oversee and certify deactivation of SALW. The WG will be composed of representatives from the PIT and beneficiary LEAs, including relevant police staff.

Using the SSA contract modality, the PIT will recruit one international expert to support development of the TM by the WG. Two (2) two-day working meeting are envisaged with representatives of beneficiary LEAs in order to discuss international best practises on SALW deactivation.

The TM will be submitted for review and adoption by the SALW CCB.

Sub-activity 5.2.2 Printing and dissemination of training manual, delivering training courses

The TM will be printed in 100 hard copies and disseminated to relevant authorities. The finalized document will be translated into the official BiH languages. The translated version will also be electronically disseminated to the SEE OSCE field operations and to the OSCE Secretariat to ensure visibility and provide future reference material.

The TM will be converted to e-learning material, to be subsequently added to police training curricula of the entities' police academies and the BiH MoS Agency for Education and Professional Training.

The PIT will organize a ToT course for 20 designated representatives from the beneficiary LEAs to increase their knowledge on the use of the new SOP on SALW deactivation. The training is to be organized outside of BiH at an accredited international Law Enforcement Training Institution which would issue the certificates to the beneficiary trainees. To organize the training, the Project

will contract the training provider and will facilitate the out-of-country travel and cover the DSA for the trainees.

Activity 5.3 | Refurbishing and equipping deactivation facilities

The BiH SALW CCB identified a lack of capacity among LEAs in BiH to oversee and certify SALW deactivation, including as a consequence of inadequate infrastructure and equipment. Accordingly, and in line with the BiH SALW Control Strategy, this activity supports upgrading of deactivation infrastructure, more specifically the upgrading and refurbishment of two facilities (one in each entity) and provision of the required [equipment for firearms deactivation, inspection, marking and certification of deactivated SALW](#).

Sub-activity 5.3.1 Recruitment and work of a construction expert

In addressing the physical upgrade needs at the beneficiary facilities, a Construction Expert (CE) will be engaged under Special Service Agreement (SSA) contract modality to assist in the process of conducting tenders and monitoring construction works on the sites (See responsibilities under Annex 4).

Sub-activity 5.3.2. Developing the design for SALW deactivation infrastructure upgrades

The project will contract a service provider to develop the construction design specifications for upgrading SALW deactivation facilities at two selected locations.

Sub-activity 5.3.3 Upgrading SALW deactivation infrastructure

The project will procure the services for upgrading the beneficiary facilities for SALW deactivation. A local company for quality control supervision will be contracted to supervise the execution of the construction contracts in accordance with the ToR.

Sub-activity 5.3.4 Procuring, installing and handing over [equipment for firearms deactivation, inspection, marking and certification of deactivated SALW](#)

Based on the findings of a feasibility assessment, and in line with suggestions by experts, the Project will procure the required equipment through a competitive tender procedure. A donation agreement will be signed between the beneficiary LEAs (MoI) and the Mission, regulating the beneficiaries' obligations in terms of equipment use and maintenance.

Sub-activity 5.3.5 Monitoring works on upgrading SALW deactivation infrastructure

The Construction [Expert](#), PIT, designated representatives of beneficiary LEAs, and representatives of the Mission, OSCE Secretariat and donors will all be engaged on monitoring activity implementation. The Construction [Expert](#) will visit beneficiary locations to oversee and the works, including overnight stays when required. Three monitoring visits per beneficiary site by the PIT are also foreseen.

5 Risk Management

Risk	Impact	Probability	Response/Control Measures ¹⁷	Impact	Probability
Works on upgrading the facilities delayed, requiring project extension and timetable adjustment	Low	Not likely	The project has allotted time for upgrading work based on extensive prior experience. In addition, these activities are planned to begin in the early phase of the project to allow sufficient time for completion or	Low	Remote

¹⁷ Consider and mention also when you would need to escalate the response of this risk to senior management and/or inform the donors.

			rescheduling of dependent activities if needed.		
Lack of funding (i.e. the project is only partially funded, leading to delays in implementation or non-implementation)	Critical	Likely	To mitigate the risk, the project would: (a) reduce the scope and consolidate activities or implement them in sequence i.e. phased approach focusing on R1, R2 and R4 in that order, (b) enhance efforts to mobilize non-financial resources in support of its activities (i.e. in-kind contribution from OSCE pSs: e.g. expertise, training support, study visits, etc.), and (c) strengthen efforts to communicate to donors the project's added value. Several donors have already indicated interest to support envisaged activities.	Medium	Not likely
Lack of commitment from participating stakeholders in facilitating the implementation of project activities (incl. participation of motivated and competent subject-matter experts), leading to delays in implementation or non-implementation of some activities/Results	High	Not likely	The project will advocate through the BiH SALW Control Co-ordination Board and will place emphasis on the need by BiH to meet relevant international and OSCE commitments.	Medium	Remote
Lack of inter-institutional/agency consensus/agreement on the awareness-raising/communication strategy and methodology for outreach.	Medium	Likely	The project will promote the role of the BiH SALW Control Co-ordination Board as a mechanism for inter-institutional/agency co-ordination and consensus building. The project will also support the BiH SALW CCB to conduct consultations with all relevant institutional actors at all levels of authority (including cantons) in order to ensure their due awareness and understanding of the issue, attain required agreement and buy-in, and clarify roles and responsibilities.	Medium	Not likely
Lack of inter-institutional/agency consensus/agreement related to K9 capacity-building prioritization, including in relation to procurement of equipment, infrastructure upgrades and training	High	Likely	Seeing that the beneficiary K9 units require a broad and very diverse range of equipment, and that current budget estimates are yet to be contextualized and tailored in accordance with prioritization of each, the project will promote the role of the BiH SALW Control Co-ordination Board as a mechanism for inter-institutional/agency co-ordination and consensus building. Emphasis will also be placed on the need by BiH to meet relevant international and OSCE commitments and good practices. Beneficiary LEAs have already agreed through the SALW CCB on priorities for development of K9 capacities.	Medium	Remote
Lack of inter-institutional/agency consensus/agreement on the methodology and/or in attaining the minimum/optimum common data-sets denominator for a compatible/inter-operable SALW-use case database	High	Likely	The project will promote the role of the BiH SALW Control Co-ordination Board as a mechanism for inter-institutional/agency co-ordination and consensus building. Emphasis will also be placed on the need by BiH to meet relevant international and OSCE commitments and good practices. In addition, the Project will organise study visits in order to attain buy-in.	Medium	Not likely
Lack of willingness on the part of some or all host country instances to populate and use	Low	Not likely	Understanding and agreement on the use and benefits of the tracking system will be reached before conducting Activity 4.2 Establishment of SALW tracking system. This may be expressed through formal politically binding agreements. ToT will also	Low	Remote

the SALW tracking system			be organized for representatives from the beneficiary LEAs, judiciary and prosecutors' offices to increase their knowledge on the use of the new SOP for the SALW tracking system.		
Delays in adopting and/or adjusting the legislative/normative instruments for deactivation (including as relates to systematization of posts), leading to corresponding stalemate in implementation of Result 5	Medium	Likely	The Project will advocate through the BiH SALW Control Co-ordination Board and will place emphasis on the need by BiH to meet relevant international and OSCE commitments and good practices – with particular focus on the OSCE Best Practice Guide: Minimum Standards for National Procedures for the Deactivation of Small Arms and Light Weapons. Some activities in Result 5 can be conducted notwithstanding legislative/normative instruments, and so focus would be placed on those.	Low	Remote
Delay in Project implementation due to force majeure (i.e. pandemic, environmental disaster, etc.)	Medium	Likely	Monitoring will aim to capture early warning signs of circumstances/developments that could significantly disrupt project implementation. Generic contingency measures will be ready to be quickly adapted and applied in view of changing circumstances and risks materializing. This will include adjustments to the activities' plan/timeline and close co-ordination with relevant partners.	Low	Not Likely
Lack of contractor interest for conducting construction works	High	Likely	ToR development and applied procurement modality shall take into consideration the nature of the work (multiple locations, big variety of works) and inherent risk. A consultant with extensive knowledge of the local market will assist the PIT during the procurement procedure.	High	Not Likely
Accidents and/or injuries of personnel during construction / installation works negatively impact Project completion and/or objective attainment, and perhaps also cause reputational and/or legal risk to the Mission.	High	Remote	The beneficiary LEAs and the contractor(s) will be required to ensure that all health and safety requirements are strictly enforced/followed during the installation works. The companies awarded the bids will need to provide proof of appropriate insurance coverage for injuries, death, property loss, etc. Regular monitoring of compliance with the local health and safety requirements will be conducted by the PIT. A clause on the OSCE's exemption from any liability will be included in the MoU and all other agreements signed between the OSCE and, MoS and construction/supply companies, respectively.	Medium	Remote
Inadequate personnel are selected for participation in Project activities on the part of the beneficiaries.	High	Not Likely	The Project will work closely with the beneficiary agencies to ensure adequate screening of Project participants. A general list of minimum criteria/requirements will be developed by the Project for the different roles and responsibilities, and it will be timely shared with the Project beneficiaries for their consideration.	Low	Remote
Gender equality is not sufficiently ensured in Project implementation, leading to non-attainment of gender mainstreaming and gender equality objectives.	Medium	Likely	The PIT will be supported by the Mission (GYU, anti-discrimination officer, legal staff) in determining the optimal approach to ensuring equal opportunity and merit-based recruitment that also includes encouraging women to apply. Based on the Project's gender mainstreaming strategy, an actionable action plan will be developed with the support of the Mission's GYU (see Section 6)	Low	Remote

6 Strategy for mainstreaming gender into project activities and results

A number of project activities involve gender mainstreaming and contribute to gender equality primarily as relates to use of firearms in committing serious crimes, domestic violence, and gender-based violence (GBV). Moreover, the project aims to systemically strengthen the capacity of the BiH SALW CCB to conduct and promote mainstreaming of gender perspectives in the area of SALW control. The project objectives contribute to improved collection, exchange, and use of data on domestic violence, GBV and other crimes [firearms-related](#), including in terms of gender and sex disaggregated data. The project also contributes to greater public awareness on and beneficiary capacity to conduct gender-responsive communication in this area of engagement.

An [actionable](#) gender-mainstreaming operational plan for the project will be developed and [applied](#) with the support of the Mission's Gender and Youth Unit (GYU). The [plan](#) will [help](#) ensure a high degree of incorporation of gender perspectives in Project activities, as well as a gender sensitive/inclusive approach and language. The [plan](#) is based on the fact that the use, misuse and effects of SALW, ammunition and explosives, are gendered and have different impact on women and men, boys and girls. Addressing these variations requires targeted and tailored activities and approaches in the context of SALW control, and prevention of its misuse and proliferation. In this effort, the Mission will make use of the broader in-house expertise by engaging support from other OSCE field operations and the OSCE Secretariat. The OSCE Secretariat will provide quality assurance assistance to the Project, and will support fundraising efforts as well as reporting on implementation progress, challenges, and results.

[As per the above-noted gender mainstreaming plan, the Project will develop and apply a gender monitoring framework to assess the gender aspects under the different results and activities and to develop key indicators for related monitoring. To this end, consideration will be given to the type of information or metrics needed to contribute to the gender equality targets. The ex-post examination is to address the question of the consequences for gender equality of a particular activity or policy during and following its implementation. Related monitoring will consider the content of the activities through the general matrix of gender-neutral, gender-sensitive, and gender transformative.](#)

[A Working Group \(WG\) will be established to conduct and promote mainstreaming of gender perspectives in the area of SALW control and to develop the gender monitoring framework. This WG will be composed of representatives from the PIT and relevant representatives of the BiH Agency for Gender Equality, the Police Women's Network Association, and the RS Mol Women Network - RS WPON. Using the SSA contract modality, the PIT will also recruit one international expert to support, conduct and promote mainstreaming of gender perspectives in the area of SALW control and to support development of a gender monitoring framework. Moreover, a two-day \(2\) working meeting is envisaged with representatives of beneficiaries in order to conduct and promote mainstreaming of gender perspectives in the area of SALW control and to facilitate development of the gender monitoring framework.](#)

See also sections 7.4 Personnel Arrangements re merit-based and equal opportunity recruitment, and 7.5 Procurement Modalities re gender-responsive procurement.

GENDER MARKER SCORE: Score 2

7 Implementation Modalities

7.1 Activity Implementation Calendar

Activities	Year 1				Year 2				Year 3				Year 4				Year 5			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.1 Upgrading physical storage infrastructure	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.2 Installing Intruder-Detection Systems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.3 Supporting development of a regulatory and training framework on improved SALW control and management by LEAs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.4 Organizing training on law enforcement SALW control and management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.1 Supporting development of an inter-institutional tool and methodology for monitoring and evaluation of communication and public outreach on SALW	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.2 Supporting inter-institutional dialogue and SALW CCB outreach to local authorities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2.3 Supporting monitoring, evaluation, and knowledge transfer by SALW CCB on SALW outreach and awareness raising	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Activity 2.4 Supporting inter-institutional dialogue and a gender analysis on the misuse of SALW											<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
3.1 Supporting the organization of working groups and co-ordination meetings to develop a Master Plan for K9 capacity building	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.2 Supporting development of required legislative and operational frameworks for use of K9 capacity in detecting SALW	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3.3 Upgrading K9 infrastructure and providing required equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.4 Organizing a training programme on application of the SOP for use of K9 capacity in detecting SALW	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.5 Establishing a platform for promoting use of K9 capacities through organization of competitions on national and regional level	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
3.6 Engaging the required K9 expertise through and IP	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.1 Supporting an assessment of relevant legal and statistical models of law enforcement and judiciary in establishing an SALW and ammunition inter-institutional track record	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.2 Supporting establishment of the BiH SALW track record system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4.3 Organizing training for judiciary and law enforcement users of the SALW tracking system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
5.1 Supporting the Working Group in advancing the legislative and regulatory deactivation framework	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
5.2 Organizing training for deactivation experts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.3 Refurbishing and equipping deactivation facilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

7.2 Monitoring and Evaluation

Monitoring

The Project Manager will develop a monitoring and evaluation plan and will monitor progress against set objectives, time targets and allocated resources. The BiH SALW CCB will act as a principal advisory body for ensuring the transparency and sustainability of the proposed and implemented actions as well as monitoring and evaluating progress. [In co-ordination with the PIT, the BiH SALW CCB will establish a Project Monitoring Team \(PMT\) to monitor implementation of Project activities. The PMT will consist of the PIT, Mission Planning, Monitoring and Evaluation Unit \(PMEU\) and of the representatives of Project beneficiaries. The Project will support the holding of the PMT meetings twice per year to enable co-ordination and information sharing relating to Project implementation, planning and amendments.](#) The Board will also be a focal point for facilitating co-operation among relevant BiH institutions/authorities - such as the LEAs, courts, prosecutors' offices and prison administrations. In co-ordination with the Board, the activities will be measured and reported upon in line with the key performance indicators endorsed by the BiH authorities in the *BiH SALW Control Strategy*. Monitoring and evaluation is to include gender-related assessment which will be supported by collection and use of sex and/or gender-disaggregated data.

Some project components will involve the use of dedicated monitoring tools and/or personnel. For example, all infrastructure upgrades will be closely monitored by hired local construction supervision experts, whereas the effectiveness of capacity-building activities will be monitored and assessed through training, monitoring and reporting on the newly-introduced faculties and practices.

Key sources for conducting cross-checking/verification as part of monitoring will be the Logical Framework Matrix, IRMA/Oracle, the Project proposal narrative and budget, risk-log, feedback forms, site visits, reports from the OSCE Secretariat FSC Support Section, and monitoring reports by hired consultants.

Project progress reports (PPR) will incorporate the monitoring findings and will be submitted to the Mission and the donors. The format of the report and their frequency will be determined by the donors and OSCE project management procedures. The PPR will be developed by the PIT and the Mission's FAU will submit the PPR to the donor countries.

Evaluation

The Project envisages an external evaluation according to AI 03/2022, to assess progress and impact according to the [most pertinent standards and criteria. The evaluation will prioritize the criteria of relevance and impact. The former evaluation criteria will be prioritized with the aim of determining the extent to which the Project intervention addressed the particular needs and priorities of the beneficiaries and other stakeholders, and the latter with the aim of determining the extent to which the Project intervention generated positive higher-level effects.](#)

[A decentralized evaluation will be carried out and focus on the extent to which the achievement of results contributes to the realization of the Project's objective. Frequency of reporting will be defined with the donor and aligned with the Mission Policy 10/2019 Rev. 1 on Extra-budgetary Projects and it will provide the Mission a framework for formative evaluation and consequent adjustments to Project implementation.](#)

[Progress reports will be analysed and synthesized to generate an external evaluation, and in accordance with the Article IX of the Financial Regulations and Financial/Administrative Instruction 04/2004 \(FAI 4\), which apply to extra-budgetary contributions. The latter will also incorporate strategic and contextual factors analysed with the parameters set by the OSCE evaluation policy.](#)

An external evaluator/company is to be contracted to conduct a final evaluation. A final comprehensive evaluation report will be shared with the beneficiaries (SALW CCB), the OSCE and the donor.

Key sources of information for conducting evaluation will be the Project documents, inter-office memorandums (IoMs), notes for file (NFFs), reports from consultants, evaluations completed by the beneficiaries, of the trainings, workshops and working group meetings, stakeholder consultations, signed contracts, and ToRs.

7.3 Partnership Framework

The BiH SALW CCB and LEAs are the primary Project beneficiaries. Prosecutors' offices, courts and penitentiary services will also be Project beneficiaries. Both categories of beneficiaries are responsible for providing access to the locations and persons as well as to data, information and other resources relevant for effective Project implementation.

The Mission will conclude a *Project Implementation Protocol (PIP)* with the BiH MoS (based on an existing MoU) to specify implementation responsibilities and liabilities of the parties, treat issues related to customs duties and taxes exemption, establish communication modalities, and outline public relations aspects. All beneficiaries will be asked to ensure an appropriate level of access to the PIT contractors (as well as to relevant personnel from the OSCE, donors, experts and evaluators) who will monitor implementation. Furthermore, the SALW CCB will ensure coordination among the various beneficiary LEAs and police units in terms of implementation of construction and upgrade works, development of SOPs, and related training activities.

The BiH MoS and beneficiary LEAs will be expected to provide the following contributions to the Project:

- Assist development of the ToR for the design and construction/installation/IDS upgrade works by assigning qualified staff members;
- Provide on-site temporary storage facilities during Project implementation, if required.
- Secure necessary permissions related to the construction works and installation of IT security components;
- Participate through appointed representatives in the working groups, trainings and events organized by the Project;
- Ensure required commitment, closely coordinate and liaise with other institutions and organizations involved in Project activities;
- Provide input for, endorse, and promote the SOPs that will be jointly developed through the Project;
- Receive Project donations and keep records of the installations and equipment provided by the Project.

Beneficiary LEAs will contribute to training and SOP development activities. BiH MoS and FBiH and RS Mols will organize (through training institutions/agencies and police academies) ToT for designated representatives from different sectors and units.

The IPA modality will be used to secure required K9 expertise, and will be signed by the Mission and the partner agencies (NGO, IO). The IPA will be developed in line with the OSCE FAI 15 – Implementing Partners and will include the specific terms and conditions for temporary engagement of expertise under project activities 3.1, 3.2, 3.3, 3.4 and 3.5. This Instruction will also serve as a basis for monitoring and evaluating the implementation of IPA.

Final selection of partner agency for entering into IPA will be made subsequent to necessary assessments that will be conducted in the course of implementation of activities under Result 3. The duration of project assistance to support the engagement of expertise on K9 will not exceed 30 months.

The Mission will be responsible for overall management and day-to-day implementation of the Project, including in terms of procurement.

The **OSCE CPC/FSC Support Section** will assist in:

- fundraising;
- supporting and liaising regarding procurement activities;
- supporting preparation, review and submission of quarterly narrative reports, quarterly financial reports, annual narrative reports and annual financial reports;
- provision of Project progress updates to the OSCE FSC Troika;
- facilitating presentations on Project progress by the Mission to the OSCE FSC;
- contributing to development of ToRs for recruitment of experts and the relevant training manual;
- contributing to development of an evaluation methodology;
- participating in the quarterly meetings of the Executive Committee;
- supporting implementation of visibility activities, including distributing a Project summary on a quarterly basis to pS and maintaining updated Project progress information on a dedicated web-site;
- and liaising, in coordination with OSCE CPC/PSS, with the Permanent Mission of the BiH to the OSCE.

As part of the coordination of Project activities at the national level, regular coordination and communication will be maintained by the Mission with the BiH Ministry of Foreign Affairs and the Permanent Mission of the BiH to the OSCE.

Coordination with partner IOs (i.e. EUROPOL, UNDP, SEESAC, RACVIAC, etc.) will also be ensured in order to secure efficiency and synergy, as well as to promote Project achievements and requirements. Such co-ordination will involve two annual out-of-country trips of PIT representatives.

The role of Mission sections beyond the Department of Security Co-operation (DSC) is defined as follows: GYU under Section 6, PPS-PMEU under Section 7.2, FAU-HR under Section 7.4, FAU-Procurement under Section 7.5, and PPI under Section 7.7.

7.4 Personnel Arrangements

All personnel arrangements will be conducted in accordance with the OSCE Common Regulatory Management System, i.e. in line with the Staff Instruction No.17/Rev.1 on Standard Recruitment Procedures, Staff Instruction no. 23/ Rev. 1 on Special Service Agreements (SSA) and Agreements and Uniform Guidelines on the Administration of Project Personnel paid from Extra-Budgetary Funds.

For detailed list of duties, tasks and responsibilities see Annex 4 - drafted in line with *Staff Instruction No. 24/ Rev. 1 on Job Design and Job Classification*. They are to be used as the basis for vacancy announcements and for recruitment of candidates on fixed-term basis for a limited duration.

I. Implementation of Project activities will be carried out by a Project Implementation Team, involving recruitment of:

- Project Manager (PM): full time, international contracted, P2
- National Project Officer (NPO): full-time, local contracted, NP1);
- Procurement Assistant (PA): full-time, local contracted, G5);
- Two (2) Project Assistants (PA): full-time, local contracted, G5).

II. The following external experts i.e. consultants will be engaged as part of different Project activities, under the SSA contract modality, and in line with Staff Instruction 23/Rev.1:

- Construction Expert on SALW storage sites/rooms (CESS/R-SALW), Activity 1.1.
-
- Project Architect/Construction Engineer for the Installation of the IDS-package including electrical part, CCTV and access control (ACEIDS-SALWSS/R), Activity 1.2.
- National Consultant on SALW SOP development (NCSALW-SOP), Activity 1.3.
- National Consultant on SALW Training Manual development (NCTM-SALW), Activity 1.3.
- National consultant on development of the monitoring and evaluation framework of the Communication and Outreach Strategy on SALW (NCJARS-SALW), Activity 2.1.
- National consultant on evaluation and transfer knowledge and skills on Implementation of monitoring and evaluation framework of the Communication and Outreach Strategy on SALW (NCETKS-IPA-SALW), Activity 2.3.
- One International Consultant on K9 Master Plan development (ICMP-K9), Activity 3.1.
- One International Consultant on K9 SOP development (ICSOP-K9), Activity 3.2.
- Construction Expert conducting tenders and monitoring construction works on K9 sites. (CECW-K9), Activity 3.3.
- One International Consultant on K9 Training Manual development (ICTM-K9), Activity 3.4.
- International Consultant on SALW tracking system i.e. methodology for data collection and analysis Assessment development (ICAD-SALWTS), Activity 4.1.
- National Consultant on SALW tracking system i.e. methodology for data collection and analysis Assessment development (NCAD-SALWTS), Activity 4.1.
- Two (2) National Consultants on SALW Software tool (NC-ST), Activity 4.2.
- One International Consultant on SALW Tracking system SOP development (ICSOP-SALWTS), Activity 4.3.
- National Consultant on SALW Tracking system SOP development (NCSOP-SALWTS), Activity 4.3.
- One International Consultant on SALW Tracking system ToT (ICToT-SALWTS), Activity 4.3.
- National Consultant on SALW Tracking system ToT (NCToT-SALWTS), Activity 4.3.
- National Consultant on statistics and data processing (NCSDP-SALWTS), Activity 4.3.
- International Consultant for development of Assessment SALW deactivation (ICDA-SALWD), Activity 5.1.
- International Consultant for development of Training Manual SOP SALW deactivation (ICTMSOP-SALWD), Activity 5.2.
- Construction Expert for SALW deactivation facility construction work (CEDFCW-SALW), Activity 5.3.
- [One International Consultant for promotion of gender perspectives in the area of SALW control and for development of a gender monitoring framework for the SALW ExB project. Activity 2.4.](#)

The recruitment of the core project team will be conducted through issuance of vacancy notices and competitive recruitment procedures for fixed-term staff, in line with the requirements and standards of the OSCE Common Regulatory Management System. Short-term Project staff and/or consultants will also be recruited through issuance of vacancy notices and a competitive process, including through use of the roster where suitable.

The Mission's Press and Public Information (PPI) section will support implementation of Project visibility activities. All envisioned communications products will be delivered in B/C/S and English languages.

The Mission's FAU-ICT staff will support implementation of the ICT upgrade activities by e.g. aiding in the elaboration of technical specifications and participating in the technical evaluation. PIT will inform FAU-ICT in advance, in accordance with the project implementation plan, and will co-ordinate activities with a view to make use of available in-house expertise. Recruitment will be merit-based and conducted in a manner which effectively promotes equality of opportunity. Distinction will not be made based on gender, age or any other grounds for discrimination. As a less-represented group, women will be encouraged to apply.

Project Implementation Team (PIT)

To ensure standardised implementation of Project activities as well as a cost effective and holistic approach, a Project Implementation Team (PIT) will be established. The PIT will consist of an International Project Manager (PM), a National Project Officer (NPO), a Procurement Assistant (PA), and two Project Assistants (PA). The PIT will be responsible for project cycle management, i.e. setting the legal, managerial, and monitoring and verification frameworks (altogether referred to as the Implementation Framework). In accordance with the OSCE's Common Regulatory Management System, the PIT will support efficient implementation of the operational plan as well as effective achievement of Project results.

In co-operation with the BiH SALW CCB representatives, the PIT will keep the Mission, the OSCE pS and the donors updated on Project results during activity implementation. It will provide presentations on the achievements and challenges at the OSCE FSC plenary and informal groups of friends' meetings¹⁸. For the purposes of this activity, trips to Vienna once per year are envisaged. The PC and a representative of the BiH SALW CCB will present Project achievements during international conferences.

Upon request and according to the Mission's Administrative Instruction, the Mission will ensure transportation (i.e. vehicles) for the staff of the PIT. Transportation/fuel costs, including the drivers' DSA, will be reimbursed from the Project budget.

7.5 Procurement Modalities

For the purpose of this Project, a wide range and significant quantity of equipment will be procured, and services contracted, either using existing local window contracts or through competitive bidding. The Mission shall carry out the procurement of various services goods in line with the Project Proposal. Procurement modalities will align with the nature of the purchased services and goods. Accordingly, requests for proposal, requests for quotation, competitive tendering, local window contracting, and sole-source contracting methods will be used during procurement.

All procurement and contracting will be performed in accordance with the rules and regulations of the OSCE Common Regulatory Management System and Financial/Administrative Instruction 6 on Procurement and Contracting (FAI 6).

Equipment procured under this Project shall be donated to the beneficiary LEAs/Mols in BiH [according to OSCE Financial/Administrative Instruction \(FAI\) 7 on asset, inventory and logistics management](#).

¹⁸ OSCE IGoF is Secretariat structure among representatives of OSCE pS set up for discussing challenges in different security fields, in this case IGoF on SALW and SCA.

Transfer of ownership will be documented in a Donation Agreement between the Mission and the beneficiaries, specifying the date of legal transfer of ownership and obligations of the parties. It will be clearly outlined that the OSCE accepts no liability for issues of warranty, maintenance and insurance.

Gender-responsive procurement will be applied, taking into consideration the different gender needs and equal opportunity. When market conditions permit, the selection of goods and services will be conducted so as to advance gender equality. Gender perspectives will also be considered as part of procurement, including it terms of specifications and Terms of Reference, sourcing, evaluation, and award and contract management.

7.6 Sustainability and Exit Strategy

The project reinforces existing host country capacities and supports meeting its short- to medium-term priority needs in combating SALW, ammunition and explosives proliferation, as jointly identified during technical consultations and needs assessment in 2019. The project aims to sustainably improve the capacities of the beneficiary LEAs to implement the SALW Control Strategy in view of their respective roles and competencies. Emphasis will be placed on ensuring local ownership, increased knowledge and buy-in, and raising awareness of best practises and their practical application and benefit in BiH. Engagement of the beneficiary LEAs in operating/managing the respective SALW storage sites will be ensured, as per international standards and host country interests. Developed SOPs will guide appropriate operational work on the part of the LEAs beyond the project's duration. The established co-ordination mechanism and the developed awareness-raising/communication strategy will moreover support the work of the SALW Control Co-ordination Board on Project-related efforts beyond the Project's duration.

The legal framework governing the K9, as well as the infrastructure used by the units (i.e. training, facilities, equipment and other resources) are already in place and the project will support their necessary basic upgrades. To ensure sustainability and an adequate exit strategy, the project will advocate with the beneficiary LEAs to earmark sufficient funds in respective budgets in order to ensure continued impact of project results beyond its duration.

The SALW tracking system will not have major financial implications for the beneficiaries since the development, procurement, licensing, installation and training on its utilisation will be provided by the Project, and the already-allocated staff would be assigned and trained to populate and maintain the system without additional financial costs for the institutions. Future financial implications for beneficiary institutions would be limited to maintenance and upgrades. The Project will advocate with the beneficiary LEAs to optimize (rather than overhaul)¹⁹ the CMS architecture and procedures in a manner that ensures their full ownership and ability to populate and manage the system beyond the Project duration. The Project will moreover seek to integrate the trainings on this activity into existing training procedures for new hires with the training institutions of LEAs, courts, prosecutors' offices and prison administrations.

Institutionalization of the developed SOPs and the incorporation of the developed training materials and curricula into the official training programmes will significantly contribute to sustainability of efforts and results. Furthermore, the ToT component of the Project will also generate additional buy-in and ensure sustainable training capacities enabling the effective imparting of knowledge beyond the Project's duration.

Pursuant to the guidance provided by the authorities, the Project will support the establishment of SALW deactivation facilities that would not create a future financial burden on the budgets of the beneficiaries. In addition, Project advisory support to improving and harmonizing legislation and SOPs on SALW deactivation will significantly contribute to establishing required personnel structures and to sustainability of Project results.

¹⁹ The Project does not intend to overhaul systems, but just to optimize the segment relevant for firearms.

Donation agreements that are to be signed between the beneficiary LEAs/MoS and the Mission will regulate the obligations in terms of the use of the equipment in a way that ensures sustainability beyond the Project's duration.

7.7 Visibility

Visibility efforts will aim to outline the Project objective, activities, milestones/achievements/results and anticipated impact - with particular focus on the positive impact for citizens of BiH. Efforts will also entail raising awareness of the relevant authorities and the general public on efforts of the beneficiaries (including the work of the BiH SALW CCB), the OSCE's and donors' contributions, as well as the significance of arms control in addressing the related risks and threats to security. Focus will be placed on outlining the impact of reduction of the threat from misuse, trafficking and uncontrolled proliferation of SALW and explosives, and the overall contribution to regional and European security and safety.

Visibility and public relations will be conducted using the toolkit afforded by the OSCE and the Mission (PPI), including media advisories, press conferences, press releases and social media. Different types of visibility materials will be developed for promoting Project results offline and online, including posters, roll-ups, banners, leaflets, folders, pens, photographic material, video material. The video material will be presented at national and international events, will be available for internet download, and will be delivered to donors and counterparts.

Use of the Mission's and OSCE's name and logos by Project beneficiaries will be subject to Mission consent. Project visibility will also be ensured at dedicated media events marking key Project milestones, including its initiation and conclusion. The websites of the OSCE, the Mission and the beneficiary agencies will also be used to amplify visibility and outreach efforts.

Donor visibility will be systemically ensured, including through use of video materials offline and online, project banners, and branded Project materials displayed and distributed at public events such as press conferences.

The Mission will also promote Project objectives and achievements to OSCE pS through the OSCE FSC. These efforts are expected to also contribute significantly to fundraising efforts i.e. resource mobilization.

In addition, to increase Project visibility and support resource mobilization, the PIT, the BiH SALW CCB, and CPC/FSC SS will jointly ensure that Project donors are timely updated on Project developments and achieved results. This will include presentations of achievements and challenges at the OSCE FSC plenary and informal groups of friends' meetings (IGoF). Presentations will be conducted by a designated representative of the PIT and a representative of the BiH SALW CCB. The PIT and the SALW CCB will organize the Project launch and closing events, inviting representatives of the media, NGOs and international counterparts.

The Mission and its PPI will co-ordinate public relations with the BiH MoS and with the beneficiary LEAs to ensure required consistency and avert triggering any political sensitivities. The Mission will also be consulted on the communication strategy or awareness-raising activities to be developed by the BiH SALW CCB.

Visibility efforts will follow a *Visibility Plan* (Annex 3) that will reflect OSCE standards as well as partner agencies' and donor requirements. The Mission will designate a Press Officer to oversee implementation of the Visibility Plan and communication activities under the Project.

All Project-related public information materials will be in line with the OSCE Visual Identity Manual and the OSCE Style Manual, and will be cleared by the Mission's PPI.

Seeing that an entire Project component envisages support to authorities in BiH in raising awareness and conducting outreach, a *Communication and Outreach Strategy* and related materials (i.e. visuals and promotional material) will be produced. These will be developed in close co-operation with the BiH SALW CCB and Mission management. For activities related to Project

support to community outreach and the awareness-raising campaign, including as related to the Communication Strategy, see Result 2.

8. Annexes

1. Project Budget
2. Procurement Plan
3. Visibility Plan (to be elaborated during Project implementation)
4. Roles and responsibilities of Project staff and consultants
5. List of beneficiary LEAs' SALW storage sites
6. List of beneficiary LEAs' K9 capacities