

# Western Balkans SALW Control Roadmap MPTF


United Nations Multi-Partner Trust Fund for the implementation of the Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons and their ammunition in the Western Balkans



## PROJECT DOCUMENT

<b>Project title:</b> Strengthening control, administration and social attitudes towards SALW	
<b>Targeted jurisdiction(s):</b> Albania	
<b>Participating organizations</b> (as per the names used on the <a href="#">MPTF-O Gateway</a> ): UNDP	
<b>Contact details for each organization:</b> <ul style="list-style-type: none"><li>Vladimir Malkaj, UNDP Programme Specialist, <a href="mailto:vladimir.malkaj@undp.org">vladimir.malkaj@undp.org</a>, +355694059150</li><li>Xhesi Mane, UNDP Programme Associate, <a href="mailto:xhesi.mane@undp.org">xhesi.mane@undp.org</a>, +355692082247</li></ul>	
<b>Implementing partners:</b> Albanian State Police	
<b>Project number from MPTF-O Gateway</b> (if existing project): 00125151	
<b>Relevant SDG targets:</b> SDG 16.1 and 16.4	
<b>Project duration (in months):</b> 24 months Start date: 14 December 2020 End date: 14 December 2022  <b>1<sup>st</sup> Revised project duration:</b> 36.5 months 14 December 2020 – 31 December 2023  <b>2<sup>nd</sup> Revised project duration:</b> 39.5 months 14 December 2020 – 31 March 2024  <b>3<sup>rd</sup> Revised project duration:</b> 41.5 months 14 December 2020 – 31 May 2024  <b>4<sup>th</sup> Revised project duration:</b> 42.5 months 14 December 2020 – 30 June 2024	<b>Total amount:</b> US\$ 1,661,314  <b>Sources of funding:</b>  1. UN MPTF: US\$ 1,661,314
<b>Brief project overview</b>  Building on country's commitment to achieve sustainable solutions to the illegal possession, misuse and trafficking of SALW, the project will support: 1) improving registration of legally possessed firearms, 2) refurbishing priority ammunition storages of the Albanian State Police, and 3) supporting a comprehensive awareness campaign on the dangers of SALW misuse and trafficking.	
<b>Project Gender Marker Score:</b> 2	

### Names and signatures of the Participating UN Organization

<b>UNDP Albania</b> <i>Ms. Monica Merino, Resident Representative</i>	<b>Signature:</b>   <b>Date:</b>
--	--

# Western Balkans SALW Control Roadmap MPTF

United Nations Multi-Partner Trust Fund for the implementation of the Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons and their ammunition in the Western Balkans



# Western Balkans SALW Control Roadmap MPTF

United Nations Multi-Partner Trust Fund for the implementation of the Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons and their ammunition in the Western Balkans



## DESCRIPTION OF THE PROJECT

### Overview

Albania is fully committed to implementing the Regional Roadmap for SALW Control in the Western Balkans, as part of the country's strategic priorities in the fight against crime and the consolidation of the rule of law, which are key priorities to be met by Albania along the EU membership process.

The Roadmap provides for a comprehensive approach to SALW Control, starting with the harmonization and updating of the legal framework, improving cooperation and information exchange at the regional level, increasing interoperability in investigations led by intelligence information, raising public awareness on the risk of weapons, integration of gender in SALW Control, and safety and security of firearms storage facilities in accordance with international standards.

In Albania, as in the broader Western Balkans area, there is still a huge work ahead to establish and consolidate an appropriate SALW control framework, harmonize legislation and practices and reach compliance with EU directives and international best practices, while, at the same time, there is still a significant number of illegal weapons held by civilians as well as a significant number of firearms incidents.

To address these challenges and counter these phenomena, Albania has embarked on an ambitious Action Plan, with concrete actions and capacity building measures to be implemented along until 2024. This Plan is fundamentally based on Albania's commitment, but it requires human and physical capacities and building a consolidated culture of the rule of law where the public is both subject and participant and contributor as well as collaboration and external support, if the outcomes are to be attained.

Building on the country's commitment to achieve sustainable solutions to the illegal possession, misuse and trafficking of SALW and ammunition, and in response to priorities expressed by the Albanian State Police, the present project proposes to addressing several interlinked measures identified in the national Action Plan as of relevance and priority SALW-related practices for the national authorities and for building a positive community culture against illegal possession and misuse of firearms.

In this respect, the project intends to: 1) improving and modernizing the registration of all legally possessed firearms in the Republic of Albania, 2) further progress in bringing to acceptable storage and safety standards of an additional 10% of firearms & ammunition storages of the Albanian State Police, and 3) support a comprehensive awareness campaign on the dangers of illegal possession, misuse and trafficking of firearms.

These combined interventions are expected to have a dual impact: on one hand, they will strengthen the analytical base and the efficiency and effectiveness of SALW control by the State Police, and on the other hand, enhance the public awareness and behaviors vis-à-vis illegal possession, misuse and trafficking of firearms.

The project intends to support the Government initiative of re-registration of all legally possessed weapons and digitalization of all firearms-related data within a single national database, where the information is easily retrievable and appropriate for analytical work, and spot checks become efficient and effective.

The increased safety and standards of firearms and ammunition storages will also contribute to prevent the risks of illegal possession, misuse and trafficking of firearms, which potentially could leak from police storages, if the latter are left in the current status.

# Western Balkans SALW Control Roadmap MPTF

United Nations Multi-Partner Trust Fund for the implementation of the Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons and their ammunition in the Western Balkans



A comprehensive awareness campaign, involving and carried out in collaboration with the Albanian State Police, will target the broad public and specifically the vulnerable categories, with the aim to reduce the demand and misuse of firearms, prevent GBV and family crime, and increase confidence in security institutions.

The implementation will be carried out in close collaboration with the Albanian State Police and lead civil society organizations and media, including specifically women and youth organizations.

## Alignment with the Roadmap

The project is fully in line with the regional and national strategic frameworks 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. As both the regional Roadmap and the national Action Plan of the Strategy on Small Arms, Light Weapons and Explosives Control 2019 – 2024 share almost an identical set of goals and objectives, the project alignment with both documents is presented below in more detail.

The project specifically contributes to the achievement of Roadmap **Goal 2** (By 2024, ensure that arms control policies and practices in the Western Balkans are evidence based and intelligence led), **Goal 4** (By 2024, significantly reduce the supply, demand and misuse of firearms through increased awareness, education, outreach and advocacy), **Goal 5** (By 2024, substantially decrease the estimated number of firearms in illicit possession in the Western Balkans), and **Goal 7** (Significantly decrease the risk of proliferation and diversion of firearms, ammunition and explosives)

The correlation between WB Roadmap Goals and Overall Targets and the proposed project interventions is given in a tabular form below:

Goal	Overall targets	WB Roadmap
<b>GOAL 1. By 2023, ensure that arms control legislation is in place, fully harmonized with the EU regulatory framework and other related international obligations, and standardized across the region</b>	Establish complete legal framework to counter all forms of illicit possession, trafficking and misuse of firearms, ammunition, and explosives (FAE)	
	Ensure full legal and regulatory framework is in place with regards to FAE producers	
	Fully harmonize arms control legislation with EU legal framework and in line with international agreements/standards	
	Ensure, compatibility of arms control legal frameworks across the Western Balkans, which allows direct operational cooperation.	
	Ensure standardization of procedures and practices in the area of arms control and FAE investigations	
	Exchange good practices with a specific focus on the areas defined in the Roadmap	
<b>GOAL 2. By 2024, ensure that arms control policies and</b>	Standardize and institutionalize data collection on firearms, by gender and age, regarding legal and illegal SALW/firearms interdictions, armed violence incidents, ballistic evidence, and other firearms related data resulting in periodic regional FAE risk analysis and threat assessment.	



# Western Balkans SALW Control Roadmap MPTF

United Nations Multi-Partner Trust Fund for the implementation of the Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons and their ammunition in the Western Balkans



Goal	Overall targets	WB Roadmap
<b>practices in the Western Balkans are evidence based and intelligence led.</b>	Strengthen tasking, coordination, and monitoring functions of the Firearms Focal Points, to ensure effective policies on Prevention, Mitigation, Reaction, and Suppression of firearms misuse, trafficking, and uncontrolled proliferation	
	Increase national analytical capacities and institutionalize firearms data analysis	
	Ensure exchange of operational and strategic information, data, intelligence as well as evidence with Europol, Frontex and Eurojust.	
	Institutionalize systematic collection of criminal justice data across the Criminal Justice Sector (at the level of Police and Customs, Prosecutors service, Court Service, Correctional and Penitentiary Services)	
	Introduction of mandatory feedback exchange for all WB beneficiaries enabling improvement of proactive investigations at national, regional, and international level.	
	Ensure that every FAE recovered or seized is immediately traced automatically (domestically and internationally)	
	All Police services of the Western Balkans connected and regularly input their data on lost and stolen firearms to INTERPOL's Illicit Arms Records, Tracing Management System (iARMS).	
	Fully integrate gender and age concerns in SALW/firearms control policies and ensure meaningful participation of women in SALW/firearms control	
<b>GOAL 3. By 2024, significantly reduce illicit flows of firearms, ammunition, and explosives (FAE) into, within and beyond the Western Balkans</b>	Ensure full implementation and monitoring of legal, policy and procedural framework on trafficking of FAE	
	Prevent trafficking (smuggling, illicit trade, and transit) of FAE through improved processes, equipment and training of targeted law enforcement units	
	Substantially strengthen control, monitoring and prevention of diversion of legal trade through improved capacities, procedures, and transparency	
	Strengthen existing bilateral, regional, and international mechanisms and encouraging new forms of good practice to counter trafficking of firearms	
<b>GOAL 4. By 2024, significantly reduce the supply, demand and misuse of firearms through increased awareness, education, outreach and advocacy</b>	Increase awareness among licensed private and legal entities about the danger of misuse and illicit proliferation of FAE	
	Increase awareness of FAE producers about risks of diversion	
	Develop sustainable partnerships to strengthen advocacy, reinforce outreach and reach messaging multipliers	
	Increase awareness among general population, both women and men, on the danger of misuse, illicit possession and trafficking of FAE;	
	Increase awareness among young men on the dangers of misuse of SALW/firearms since they account for majority of perpetrators and victims of firearm related incidents	
	Increase awareness of dangers of celebratory shooting, in particular, as major contributors to firearm related death and injury	
	Increase awareness and reduce the misuses of firearms in violence against women, domestic violence and other forms of gender-based violence	

# Western Balkans SALW Control Roadmap MPTF

United Nations Multi-Partner Trust Fund for the implementation of the Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons and their ammunition in the Western Balkans



Goal	Overall targets	WB Roadmap
	Increase the partnership with, and awareness of media on the importance of adequate reporting on firearms misuse and firearms-enabled violence	
	Increase confidence in security institutions as providers of adequate and equal safety for all through community-society-regional outreach activities	
<b>GOAL 5. By 2024, substantially decrease the estimated number of firearms in illicit possession in the Western Balkans</b>	Substantially increase number of seized firearms, ammunition, and explosives	
	Ensure that legal measures are in place allowing legalization and voluntary surrender of firearms	
	Systematically use deactivation to reduce illegal firearms possession	
	Increase administrative capacities and targeted outreach to complete re-registration within envisaged legal timeframe, as well as to address adequately found and inherited firearms	
<b>GOAL 6. Systematically decrease the surplus and destroy seized small arms and light weapons and ammunition</b>	Systematically destroy all surplus stockpile FAE in an environmentally benign manner.	
	Systematically and publicly destroy all seized FAE	
<b>GOAL 7. Significantly decrease the risk of proliferation and diversion of firearms, ammunition, and explosives</b>	Strengthen the capacities of relevant state institutions (armed forces, law enforcement, forest guards, customs, correctional services) to establish inspection systems and implement Life Cycle Management of SALW and ammunition (where relevant)	
	Ensure safe and secure SALW/firearms and ammunition storage facilities designated based on identified needs and in accordance with international standards	
	Build the capacities of relevant legal entities (producers, repair shops, retail, trade, shooting ranges, hunting ranges, private security companies, training centers) to establish inspection systems.	
	Increase human resources and administrative capacities of state institutions for monitoring, oversight and evaluation of the firearms and ammunitions stocks of legal entities and individuals.	

# Western Balkans SALW Control Roadmap MPTF

United Nations Multi-Partner Trust Fund for the implementation of the Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons and their ammunition in the Western Balkans



## 1. Project Background (situation analysis)

### SALW Control framework and policies

In Albania, there is still a significant number of illegal weapons held by civilians as well as a significant number of firearms incidents. Although crime statistics show a decline in some categories of violent crime and an increase in the number of solved cases, street crime with firearms continues to be a worrying problem especially in urban areas and is mainly related to domestic violence, theft and conflicts between criminal groups.

Official statistics for the period 2010-2019, refer to a total of 9,553 criminal offenses of illegal possession of firearms nationwide, and 8,289 cases solved, or 86.7%. For these criminal offenses, 10,086 perpetrators of criminal offenses have been brought to justice. The tendency of criminal offenses of illegal possession of weapons for the period 2010-2019, at the national level, compared year to year, is decreasing.

On the other hand, in the last five years 2015-2019, the number of illegal weapons confiscated through police operations shows a decreasing and then a constant trend, with figures that are still concerning: 2015 - 705 firearms, then 602, 503, 514 and in 2019 - 521 firearms.

On the positive side, the Regional Cooperation Council survey, in the annual barometer assessing the 14 Roadmap indicators, shows that while the average of the Western Balkan countries regarding the fact about how much citizens "feel threatened by the illegal use of firearms" is about 40%, in Albania, this percentage is the lowest in the region, only 23%. This is, however, not good enough.

The Government of Albania has constantly been committed to strengthening its legal framework and field actions in the illegal possession, misuse and trafficking of firearms. Along, it has tried to implement at its best recommendations and best practices, be part of regional and global initiatives, and improve the capacity and performance of its security forces in dialogue with the public and communities. There is, however, a long way for processes and a new culture to yield the desired results and sustain a solid rule of law.

Over the years, Albania's parliament has passed several laws governing and controlling SALW Control, which have been continuously improved to be in line with global practices and EU directives. Albania has also joined major international arms control agreements, including the Treaty on the Trade of Firearms, the United Nations Action Plan against Small Arms and Light Weapons, the Protocol on Firearms, and is actively involved in regional initiatives to strengthen SALW Control in the territory of the Republic of Albania and throughout the region.

Representatives of Albanian institutions have established full cooperation and have had an active participation in all regional meetings on SALW Control. These meetings have served not only as an opportunity to understand the situation in each country in the region, but also to confront views and experiences, unify and adapt various aspects and approaches and seek to achieve results synergistically and following common objectives with the same pace and common reporting standards.

Not long ago, Albania updated its legislation regarding the administration of firearms, in accordance with the approximation of legislation with that of the EU and consequently with the EU directive on firearms and registration, categorization, management, trade, use by natural and legal persons. Law 74/2014, "On Arms", amended and regulated by DCM no. 292, dated 08.04.2015, "On determining the rules for the establishment and administration of the arms register", defines the legal obligation for the Ministry of Interior to implement national arms register.

# Western Balkans SALW Control Roadmap MPTF

United Nations Multi-Partner Trust Fund for the implementation of the Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons and their ammunition in the Western Balkans



In 2016, Albania completed the destruction of its surplus of weapons and ammunition. Measures to reduce corruption and organized crime were at the heart of reforms in the justice system that were adopted in 2016, as well as the establishment of a National Commission on Small and Small Arms in June 2017, which is responsible for developing and monitoring a National Strategy on SALW Control and the Action Plan.

Pursuant to the Regional Roadmap adopted in London in July 2018, the Albanian National SALW Control Commission led the work and ensured the approval, on February 6, 2019, by the Council of Ministers, of the SALW Ammunition and Explosives Control Strategy 2019-2024, and the accompanying Action Plan 2019-2021.

In terms of compliance, the Strategy explicitly notes its close connection to the Roadmap for a Sustainable Solution for Illegal Possession, Misuse and Trafficking in Small and Light Weapons and their Ammunition in the Western Balkans. within 2024” and fully reflects the Roadmap and its performance indicators in national objectives and the framework for monitoring progress.

A Firearms Central Unit (FCU) has been established in 2019 by order of the General Director of State Police (no. 496, dated 24.04.2019). The FCU is composed of six members from all relevant departments and is headed by the Chief of the Anti-Trafficking Sector of the Criminal Police Department.

The FCU operates as a working group and enables the administration, collection, analysis, exchange and use of information (criminal and ballistic) regarding firearms and their trafficking. The administration and collection of data is carried out through pulling data from the following electronic systems in use:

In the framework of the implementation of Law 74/2014 "On weapons", the Albanian State Police is engaged in a nationwide action of re-registering all weapons and ammunition in order to refresh and fully populate a national register of firearms. All data related to firearms is registered in the SIMA Electronic System, which is administered by the Police Support Services Sector. In this system, data are collected on all types of weapons that are in the administration of the State Police as well as private firearms and persons in charge of them, sales entities, polygons, physical persons as well as data on seized firearms and evidence.

The re-registration progress is positive but not conclusive, as so far the results are the following:

- ✓ All weapons, ammunition, explosives and special equipment have been registered in the inventory of the State Police, including weapons, ammunition and seized explosives (material evidence) (100%).
- ✓ 100% of the amount of firearms (category "B") owned by natural and legal persons are registered;
- ✓ 55.23% of the amount of hunting weapons (category "C") are registered in the ownership of natural and legal persons;

## Status of Police Weapons and Ammunition Storages

As part of SALW control policies, the safety and security of arms and ammunition storages is one of the priorities of the Albanian Government, identified as such in the National Strategy on SALW and Explosives Control 2019-2024, and fully in line with the objectives of the Western Balkans Roadmap to a sustainable solution of illegal possession, misuse and trafficking of SALW and their ammunition.

The Albanian State Police has under its authority and management a total of 94 storages located across the country under the direct administration of regional, district or border police units. Police storages are usually part of the



# Western Balkans SALW Control Roadmap MPTF

United Nations Multi-Partner Trust Fund for the implementation of the Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons and their ammunition in the Western Balkans



State Police buildings or contained within the police units' compounds, thus construction-wise they occupy relatively small areas.

Out of the total, only 11 facilities meet the required standards. These 11 storages have been reconstructed and brought to standard levels with either support from SEESAC (Tirana, Durres, Mullet, Korca) or financed from the state budget (Commissariat no. 6; Traffic Police Commissariat; FNSH, DHQ, RENE, RESI, Saranda Border Police Commissariat).

However, overall, the Albanian State Police declares that 45 storages (48%), including the above 11, are in good conditions, while the remaining 49 (52%) are not.

In terms of security, although it has not been a very prevalent element, cases of weapons theft from storages have not been absent. In 2019, two cases of theft from firearm storage facilities were identified in Albania: in Tirana (storage facility of the Ministry of Interior, State Police) and in Vlora (storage facility of the Ministry of Defense, Armed Forces). In both incidents, the stolen items included three long firearms and two pistols, around 4 thousand cartridges, 40 grenades and other combat materials. Obviously, perpetrators have been aided by low security levels, easy access, and poorly managed protocols in accessing these restricted goods.

It is clear, that the stock of storages that require interventions and standardization is high and requires several years of support to complete. However, this remains a constant priority for making gradual progress towards a full completion as a measure that contributes directly to local, national, as well as regional security and stability by ensuring that the significant amounts of stockpiled SALW and ammunition under the responsibility of the Ministry of Interior are safe, secured, and accounted for and as such, the risk of uncontrolled proliferation.

## Civic awareness of the dangers of using and misusing firearms

The Albanian State Police is engaged in some civic awareness initiatives, focused on community policing and dangers of misuse of SALW, targeting educational institutions.

The General Directorate of State Police for 2019, but also in 2020 has drafted Annual Work Programs in implementation of the Strategy for Control of Small Arms, Light, Ammunition and Explosives 2019–2024 and the Action Plan 2019–2021 ", where the focus is also on awareness activities regarding small arms and light weapons. However, the State Police has not conducted a measurement of public opinion, regarding the results of this awareness.

In this regard, the State Police often refers to the survey conducted in 2019 by the Regional Cooperation Council, in the annual barometer for indicator 14 of the Roadmap, while they have not been able to measure any impact themselves.

Supported by a Swedish Community Policing Strengthening Program, a series of awareness campaigns has been undertaken for the education of the younger generation on the dangers of firearms (various topics in schools, production and distribution of leaflets, media events). The awareness program also addresses the risk of drug use, bullying, etc., with beneficiaries being students of the 6th grade of the 9-year schools. Also, a structure of 22 assistant community policing specialists are trained by the Swedish Program.

In addition, the Government of Albania has approved a force of 150 security officers who are tasked with monitoring the security in high schools in the country, as well as a structure under the Ministry of Education, Sports and Youth.

# Western Balkans SALW Control Roadmap MPTF

United Nations Multi-Partner Trust Fund for the implementation of the Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons and their ammunition in the Western Balkans



Nevertheless, there is no proper or dedicated awareness initiative on the danger of illegal possession, misuse and trafficking of firearms that comprehensively addresses the causes, engages the potential vulnerable social groups and extends country-wide to reach also problematic areas where rule of law is challenged the most.

## Gender perspective in SALW Control

In the framework of comprehensive reforms in all sectors, building relevant institutions and strengthening the rule of law, Albania has strived to strengthen gender equality mechanisms at all branches and levels of government: legislative, executive and independent monitoring bodies, at the national and local levels.

The Government has ratified key international conventions, enacted a body of relevant laws, and developed instruments and policies to eliminate violence against women (VAW). Country's priorities to address VAW are outlined in the Strategic Priority 3 of the National Strategy on Gender Equality and Action Plan 2016-2020, which is aligned with international standards, specifically, the Convention on the Elimination of All Forms of Discrimination against Women (CEDAW) and the Council of Europe Convention on Preventing and Combating Violence against Women and Domestic Violence (aka Istanbul Convention).

A study on Gender and SALW in SEE, conducted by SEESAC in 2016, shows a strong linkage between SALW presence and domestic violence. According to the study, the presence of firearms in domestic violence incidents affects women much more often than men. The study reveals that in terms of misuse of firearms, of all women murdered in the domestic context, the share of women murdered by their intimate partner with firearms is 33 per cent in Albania.

Data for 2015 and 2016 indicates that for every third homicide committed by a family member, a firearm was the weapon of choice; Every fifth homicide in Albania was committed by family members; Domestic violence disproportionately affected women, with murder by family members being the most common form of female homicide. Out of 12 persons murdered with firearms, all were women. Furthermore, while 47.7% of the women that were murdered in Albania were murdered by their intimate partner, only 1.3% of men were murdered by their intimate partner. The presence of firearms within the context of intimate partner violence posed specific risks to women's safety. Every fourth woman in Albania killed by her intimate partner was killed with a firearm, while there were no cases reported of men being murdered with firearms by their intimate partner.<sup>1</sup>

The trend of girls/women killed due to various criminal offenses is worrying as official State Police data indicates that during year 2018 there were 11 girls/women killed and only for the period January - June 2019 10 girls/women killed. Furthermore, official statistics show that during January-June 2019 there were 2371 girls/women injured by different criminal offenses and 10 killed, out of whom, 6 murdered in domestic violence. For the same period during 2018, state police statistics indicate that 2418 girls/women were injured by various criminal offenses, 8 were killed out of whom 3 murdered by domestic violence<sup>2</sup>.

On 6 February 2019, Albania approved its new National Strategy on Small Arms, Light Weapons and Explosives Control 2019-2024 and the related Action Plan 2019-2021. The Strategy and accompanying Action Plan recognize the gendered aspects of SALW control and contain specific measures to improve institutional and policy response to the misuse of firearms in intimate partner domestic violence. The Strategy also foresees activities aimed at increasing

---

<sup>1</sup> SALW in South East Europe, SEESAC, 2016

<sup>2</sup> Data provided by General Directorate of State Police as of 4 July 2019.

# Western Balkans SALW Control Roadmap MPTF

United Nations Multi-Partner Trust Fund for the implementation of the Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons and their ammunition in the Western Balkans



the participation of women in SALW control and improving the capacities of competent institutions to mainstream gender in SALW control policies.

The Strategy also envisages activities aimed at increasing women's participation in SALW Control and improving the capacity of competent institutions for gender integration in SALW Control policies. In this respect, the Albanian State Police has integrated in its recruitment policy the gender perspective and launched a campaign for the recruitment of only women, in order to increase the participation of women and girls in the police force.

This area needs to be further consolidated and strengthened in order to create a diversified and non-discriminatory police culture, which encourages the participation of women and girls significantly in law enforcement operations and decision-making processes. Although these are positive elements, there is still a lot of work to be done in practice. It is important to concretely promote gender diversification in the police force and to empower all staff equally at the professional and managerial levels.

Therefore, empowering women and girls in the police force is one side of the problem, the other side, and the most difficult is the integration of women perspectives in SALW control and their influence in society and family for reducing the threats of illegal possession, misuse and trafficking of firearms as well as curbing gender based violence.

## Ongoing initiatives in the framework of Western Balkans Roadmap implementation

The Government of Albania, in partnership with UNDP, is already implementing since late 2019, another initiative: “Support Albania’s Law Enforcement Authorities to Strengthen Firearms Criminality Evidence Management and Investigation Capacities”, in the framework of the Western Balkans Roadmap. This initiative is funded by Germany through the Funding Window managed by SEESAC.

The ongoing project aims at enhancing the capacities of the Albanian State Police regarding criminal investigations. The Project focuses on aspects of criminal investigation, including strengthening crime scene investigation practices and procedures, consolidating a new custody chain of evidence and upgrading essential equipment and systems in use by the Albanian Institute of Scientific Police with a focus on CSI and ballistic sectors.

Strengthening such capacities is expected to increase the rate of success in identifying perpetrators and improve the performance of the entire chain of law enforcement agencies. By the end of this project in early 2021, updated Standard Operating Procedures will be adopted for the primary evidence management processes, CSI units will be equipped with basic working kits, benefit from training and being better prepared for their accreditation under ISO 17020, and the Ballistic Sector will be equipped with contemporary equipment for laboratory tests, thus substantially improving practices of firearms analysis.

There is a clear complementarity between the ongoing project and the current proposal, as both contribute from different angles to reducing the illegal possession, misuse, and trafficking of firearms. The ongoing project aims at strengthening the efficiency of criminal investigations and increasing the effectiveness of prosecuting perpetrators, while the current proposal aims to reduce the supply and prevent the occurrence of firearms crimes. Therefore, they tackle the problem from both ends, the preventive and punitive ones, contributing together to a sustainable SALW control environment and the reinforcement of the rule of law.

# Western Balkans SALW Control Roadmap MPTF

United Nations Multi-Partner Trust Fund for the implementation of the Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons and their ammunition in the Western Balkans



## 2. National Ownership

The process of implementation of the Roadmap in the country context is significantly led by the Government of Albania. The Head of the SALW Commission is a deputy Minister of Interior, who provides overall coordination and leadership.

The present proposal took off after direct consultation with the Head of the SALW Commission and under a joint review of possible measures to address from the national Action Plan of the Strategy on SALW, Ammunition and Explosives Control.

The Head of SALW Commission appointed dedicated focal points within the Ministry of Interior and the Albanian State Police to work jointly with UNDP and instructed the former to provide full support and information for developing the present proposal. Key focal points include the Director of Public Order and the Director of Support Services.

Consultations have been carried out virtually and remotely for several aspects contained in the proposal. The Head of SALW Commission has monitored progress every two weeks and is therefore fully informed.

The consultation process has also clarified the potential future partners for implementing the project, which are both Directorates mentioned above. As per the nature of work envisaged, the activities related to re-registration and population of the national firearms register and the production of digital cards, and the other one on the rehabilitation and refurbishment of the priority arms and ammunition storages will be implemented in collaboration the Directorate of Support Services, while the component on public awareness will be closely cooperating with the Directorate of Public Order and with lead civil society organizations, including specifically women and youth organizations.

The engagement of the national counterparts will ensure solutions are tailored to their expectations and needs and are shaped and implemented jointly. This is the best guarantee for ensuring buy in, ownership and lasting effects.

Some economies of scale and coordination mechanisms are envisaged for increasing the efficiency and maximizing results and adding to ownership. Taking into consideration the ongoing project on “Support Albania’s Law Enforcement Authorities to strengthen Firearms Criminality Evidence Management and Investigation Capacities”, it is proposed that both projects share some of the resources and coordination mechanisms. In other words, both projects will make use of the same support staff, share the same premises and the related operational costs, while at the strategic level, an extended Steering Committee will oversee and guide the implementation of both projects. This synergy will also help strengthen the inter-departmental coordination with the Albanian State Police and promote a holistic approach to matters related to illegal possession, misuse and trafficking of firearms and explosives.

## 3. Project Objective

To strengthen national institutions and systems and improve collaboration and coordination between relevant institutions and affected communities for meaningful progress for an effective and efficient response to SALW/firearms threats. Increased public awareness of the danger and consequences of misuse of firearms will support national institutions policies in preventing and combating gun violence and help significantly reduce the supply, demand and misuse of firearms.



# Western Balkans SALW Control Roadmap MPTF

United Nations Multi-Partner Trust Fund for the implementation of the Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons and their ammunition in the Western Balkans



In close cooperation with the Albanian State Police and other state institutions, the project will be implemented through three major outputs:

- OUTPUT 1: Improved weapons registration in accordance with EU Directive on firearms and national legislation
- OUTPUT 2: Improved Albanian State Police weapons storage management
- OUTPUT 3: Increased awareness of dangers and risks of misuse of SALW

## 4. Expected Results

The project aims at improving firearms administration and management across public order security forces and private users, firearms-related data collection, sharing and analysis among different sectors of the Albanian State Police and the Judiciary, while boosting public awareness on the dangers of illicit possession, misuse and trafficking of firearms, especially among young men and in context of GBV and domestic violence.

The proposed interventions will contribute to consolidate and modernize the national register on firearms, enable full automated and enriched information allowing for better analytical assessments, mark further progress in the proper and safe administration of firearms and increase public awareness inviting the public to contribute and collaborate for an overall improvement of SALW control in Albania.

The project will also introduce new business processes and instruments that will enable better management of the risks in countering the illicit trafficking and misuse of firearms.

Particular attention will be given to ensure collection of gender disaggregated data and provide evidence-based analysis on the trends of usage of firearms in GBV and domestic violence cases for informing institutional response.

The project results will not only contribute to make further progress in attaining the activities and measures planned in the National Strategy on SALW but will also improve regional information exchange.

## 5. Activities

- OUTPUT 1: Improved weapons registration in accordance with EU Directive on firearms and national legislation**

This Component directly contributes to the implementation of the measures envisaged in the National Action Plan under Goal 5, Target 4. “Increase administrative capacities and targeted outreach to complete verification of legally possessed weapons within envisaged legal timeframe as well as to address adequately found inherited firearms”, and Goal 7, Target 1. “Strengthen the capacities of relevant state institutions to establish inspection systems and implement lifecycle management of SALW and ammunition”.

### **Activity 1.1. – Support the advancement and eventual completion of firearms re-registration process**

The Council [Directive 91/477/EEC](#), amended by [Directive 2008/51/EC](#) and then by [Directive 2017/853/EC](#), defines minimum requirements for the control of the acquisition and possession of firearms in the EU, ways to improve the

# Western Balkans SALW Control Roadmap MPTF

United Nations Multi-Partner Trust Fund for the implementation of the Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons and their ammunition in the Western Balkans



exchange of information between EU countries, measures to strengthen traceability of firearms to reduce the risk of diversion into illegal markets as well as the rules governing firearms transfer from an EU country to another.

The Directive, and its amendments, require Member States to ensure, by 31 December 2014, “the establishment and maintenance of a computerized data-filing system, either a centralized system or a decentralized system which guarantees to authorized authorities access to the data-filing systems in which each firearm subject to this Directive shall be recorded”. Such a data-filing system “shall record all information relating to firearms which is needed in order to trace and identify those firearms, including: (a) the type, make, model, caliber and serial number of each firearm and the mark applied to its frame or receiver; (b) the serial number or unique marking applied to the essential components, where that differs from the marking on the frame or receiver of each firearm; (c) the names and addresses of the suppliers and of the persons acquiring or possessing the firearm, together with the relevant date or dates; and (d) any conversions or modifications to a firearm leading to a change in its category or subcategory, including its certified deactivation or destruction and the relevant date or dates. All Member States are required to ensure that the record of firearms and the essential components, including the related personal data, is retained in the data-filing systems by the competent authorities for a period of 30 years after the destruction of the firearms or essential components in question.

The Law 74/2014, "On Arms", amended and regulated by DCM no. 292, dated 08.04.2015, "On determining the rules for the establishment and administration of the arms register", defines the legal obligation for the Ministry of Interior to implement a national arms register. The above law is operationalized or regulated by Instruction no. 277, dated 29.05.2015, “On the procedures, documentation and timeframes for authorization of persons and entities, register format for firearms for the licensed subjects for firearms activities, the rules, procedures and the form to be compiled at the time of the experimental shooting and administration of the shell in a data bank”, as amended.

Prior to the entry into force of Law 74/2014 "On Weapons", the administration of private weapons (owned by natural and legal persons) outside the State Police system, was decentralized and carried out manually (with accounting records). Each police unit managed the weapons under its administration. At the center (General Directorate of State Police - DPPSH), the administration was done only in quantity.

On the other hand, weapons in the inventory of the State Police are recorded in the SIMA system, which, unlike the manual system, features quantitative and qualitative data on weapons, ammunition, explosives and combat equipment specified for each type and structure, and extended to the equipment and armaments in use by each employee.

In 2015, UNDP / SEESAC provided support in some hardware equipment (computers, printers, scanners) for the State Police structures in charge of weapons management and training regarding the SIMA system. SEESAC support with the necessary hardware in 2015 was essential. However, it is reported that a significant part of these devices has become obsolete or is out of order by now.

In accordance with the implementation of Law 74/2014, all firearms in possession of Albanian State Police and private owners, that is category “A” and “B”, are registered in the SIMA system. For category “C”, hunting weapons, the registration has been completed only at 55.23%.

What is specific for category "C" weapons, is that the re-registration of hunting weapons, pursuant to Law 74/2014, "On Arms", was organized by an internal administrative act (order of the General Director of the State Police) with effects from 01.11.2017 to 30.04.2018. Considering the low level of re-registration, it was deemed necessary to postpone the process until April 30, 2020. Based on the current pandemic situation, another act with a new deadline will be issued for continuing the process.

# Western Balkans SALW Control Roadmap MPTF

United Nations Multi-Partner Trust Fund for the implementation of the Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons and their ammunition in the Western Balkans



The difficulties encountered are of different nature and have made the process more difficult to complete over time. Some of the main elements that have influenced the low pace, and stagnation in some cases, include:

- ✓ Lack of knowledge of the legislation
- ✓ Demographic movements and lack of a solid address system
- ✓ Movements abroad
- ✓ Some owners have died and records are not updated
- ✓ Police staff movements due to structural transfers / appointments, resulting in some staff being untrained
- ✓ Limited capacities in part of the police structures engaged with this task

The identified project support will consist in three areas:

- ✓ Assistance for the structures involved or in charge of the re-registration of weapons
- ✓ Improvement of some SIMA system modules
- ✓ Undertaking of an awareness campaigns for arms re-registration

Currently the firearms registration system is operative in 79 police units with 133 job posts. The Police estimates that there is a need to add 40 new posts to some of these units and new ones, for a total of 173 posts. The work has to be organized in the Local Police Directorates as well as in the Commissariats in the judicial districts. The identified new posts will benefit the Police Commissariats in the Judicial Districts Tropojë, Pukë, Kurbin, Krutë, Mat, Lushnjë, Pogradec, and Saranda. Also, the General Directorate of State Police, the Department of Public Safety and the Department of Support Services are involved in the process for training training, monitoring / investigation and for re-registration of weapons in the field.

In view of this desired expansion, a set of 40 new devices (PCs and printers) is needed. In addition, existing devices have been in use since 2015 and 18 PCs and 14 printers have been identified as highly depreciated. Therefore, a total of 58 PCs, 54 printers and 2 laptops are needed. This improvement would enable the extension of the management of SALWs in all central and local police structures, up to the commissariat level.

A detailed need for equipment per police unit is reflected in the table below:

Structure	Work Posts	PC	LAPTOP	Printer
GPD Tirane	4	4	2	
RPD Tirane	16	16		
RPD Durres	4	4		4
RPD Lezhe	4	4		4
RPD Shkoder	4	4		4
RPD Kukes	4	4		4
RPD Diber	4	4		4
RPD Elbasan	2	2		2
RPD Berat	2	2		2
RPD Fier	4	4		4
RPD Vlore	2	2		2
RPD Gjirokaster	2	2		2
RPD Korçe	4	4		4
DPC Sarande	2	2		2

# Western Balkans SALW Control Roadmap MPTF

United Nations Multi-Partner Trust Fund for the implementation of the Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons and their ammunition in the Western Balkans



Structure	Work Posts	PC	LAPTOP	Printer
TOTAL	58	58	2	54

GPD – General Police Directorate

RPD – Regional Police Directorate

DPC – District Police Commissariat

Expanding and completing the system with the required equipment will enable the complete management of SALW in use and inventory of the State Police as well as firearms owned by natural and legal persons, and will shorten the time for verification and tracking of weapons.

For the improvement of SIMA modules, the project will consult with both the State Police and SEESAC and will engage a part-time IT expert to address the needs.

During the period 2015 - 2017, the re-registration of category C weapons was not achieved as planned (as the SIMA system did not have the appropriate module), and there was a lack of structure and equipment that would be engaged in this process.

The SIMA system has been developed with the contribution of weapons specialists and the Directorate of Technology and Information at the General Directorate of State Police. Due to limited experience, at the time of development, there is still much to improve. The major improvements and additions would relate to the following modules:

**Register Module** - for "Instructor" users

The registration of authorizations on weapons owned by citizens, does not allow for statistics to be obtained over a period of time, an element considered important for the issuing authority and, therefore, an aspect to be improved.

**Third Parties Module** - managed by the Department of Public Safety.

The module needs improvements in terms of registration of authorizations for obtaining weapons of categories B and C, as well as in terms of being supplemented with data on each weapon that enters the territory of the Republic of Albania.

**Management Module** - does not enable the unification of codes and designations of weapons and equipment with those of the European Union (categories and weapons codes have been improvised), and in terms of modification or change of numbers and codes of weapons it does not preserve the history of change.

**Border Module** (not yet implemented) – it will be managed by the Department of Border and Migration. The lack of this module creates a vacuum for obtaining data on weapons entering the borders, transiting, trafficking or seizing.

**Warehouse Module** - During the initial registration of a weapon, the module does not enable the registration according to the standards, that is including:

- ✓ Manufacturer's name
- ✓ Place of production
- ✓ Year of production
- ✓ f) Caliber

It also does not allow the record of corresponding prices of weapons and equipment.



# Western Balkans SALW Control Roadmap MPTF

United Nations Multi-Partner Trust Fund for the implementation of the Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons and their ammunition in the Western Balkans



**Statistics Module** – this module is open to all users of the system from each unit of the State Police. The module provides accurate data in real time but not for a specified period.

On the other hand, the awareness campaign will be an integral part of a broader action and focus on reducing illegal possession, misuse and trafficking of FAE, which is the third component of this proposal.

The indicative cost of this activity will be the following:

<b>Activity 1.1. Support the advancement and eventual completion of firearms re-registration process</b>				
Local IT Expert	w/days	25	200	4,715.73
PCs	piece	58	639	37,064
Laptops	piece	2	1,098	2,197
All-in-one printers	piece	54	210	11,348
<b>Subtotal Activity 1.1</b>				<b>55,324</b>

The objective for this activity is that no weapon or natural or legal person possessing a weapon will be left out of the SIMA system

## **Activity 1.2. – Support the development of digitalized system and the production of firearms owners' digital cards**

In order to improve the efficiency and rapidity of verification of arms possession and, on the other hand, maximize the use of SIMA system and enhance the interoperability of such system with other national databases, the Albanian State Police has developed a full-fledged project on the production and distribution of individual digital cards that would contain critical information from SIMA and other systems on each individual gun owner and enable real-time verification of the legitimacy of authorization and relevant data for each person possessing a weapon. Such digital cards will communicate with a) Archive ASP Directory; b) SIMA System; c) National Registry of Civil Status; d) TIMS System; and RIMS System.

Among several benefits of pursuing this digital approach, some key ones to be mentioned include:

- ✓ In line with technological developments, the administration of weapons with registers and company documentation with paper invoices could not be continued.
- ✓ The SIMA system offers the ability to obtain specific statistics on private weapons and the citizens who own them. Administratively, each unit can inventory in a very short time the equipment in the inventory of the unit and the weapons owned by natural and legal persons.
- ✓ The new registration creates the possibility of controlling the weapons from the center to the base in real time. From the SIMA system, representatives of Europol and Interpol in General Directorate of the ASP have access to data acquisition.
- ✓ The need for control: the SIMA system creates the possibility of control by the center based on all the weapons management activity. Possible corrections for weapons or persons possessing weapons are made only in the center.
- ✓ Development needs: The SIMA system, unlike the manual format, provides detailed data for each citizen (according to the Civil Registry of the Republic of Albania) and detailed data for each weapon from the moment of entry into the territory of the Republic of Albania until the end of the cycle of its longevity.
- ✓ Interactivity: The SIMA system is interoperable with the personnel management system in the General Directorate of the ASP and with the National Registry of Civil Status in the Republic of Albania.

# Western Balkans SALW Control Roadmap MPTF

United Nations Multi-Partner Trust Fund for the implementation of the Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons and their ammunition in the Western Balkans



The request for the production and equipping of natural and legal persons with authorization for weapon possession is a legal requirement, deriving from Law 74/2014, "On weapons", Article 34, point 2. This section of the Law states that "Procedures, documentation and deadlines for obtaining such authorization are determined through instruction issued by the Minister."

In accordance, the modalities for the production and equipping of citizens with authorization are regulated by the instruction of the Minister of Internal Affairs nr.277, dated 29.05.2015, "On the procedures, documentation and deadlines for reviewing the provision of weapons authorization to legal and physical entities, the format of the register of weapons for the entity licensed for weapons activities, for the rules, the procedures and the form that is completed at the time of the experimental shooting and the administration of the cartridge in a database", amended by instruction no. 123, dated 23.02.2018.

The latter instruction of 2018 defines in detail the format and the specific data for the authorization for keeping firearms in residences, for hunting, special authorization, etc., and lists 13 different formats of authorizations.

Based on the above, the field experience and the technological progress and computerization of many fields, including the registration and management of weapons, the equipping of individuals and legal entities with authorizations to carry weapons in the form of digital cards is considered a best practical, more secure and interoperable with the existing systems. This practice is also found in some other countries, such as many US states. This practice will avoid the production of various formats, will be linked to a central database and natural and legal persons who possess weapons will be provided with a secure digital document, easily controllable by the responsible bodies of the State Police.

In this spirit, the registration of weapons of category "C", and consequently the production of digital document, has become also part of the Albanian Action Plan 2019-2021 of the Strategy for the Control of Small and Light Weapons and Explosives Control 2019 - 2024. This request has been placed under the overall objective 5: By 2024, substantially reduce the estimated number of firearms in illicit possession in Albania, and the specific objective 4: Increase administrative capacities and targeted outreach to complete verification of legally possessed weapons, within envisaged legal time frame, as well as to address adequately found and inherited firearms.

In accordance with the above, the State Police has developed a specific project, which is ready but not been implemented due to lack of funding. The project envisages the production of different digital cards, linked with the SIMA System, according to the types of authorizations, for natural and legal (private) persons and for the personnel of the State Police.

Regarding the appropriate structure to lead the digitalization process, such a support structure has not yet been set up for the whole cycle. Currently, in every police unit that manages weapons owned by natural and legal persons, some structures are in place for re-registering of weapons in the SIMA Electronic System. The establishment of a special support structure goes hand in hand with the prospects of embarking on this project and is planned to be set up at the General Directorate of State Police with a composition of weapons and IT specialists.

After re-registration of the person / entity and the weapon / weapons in use / ownership in the SIMA system, the support structure will produce the personalized document at the General Directorate of State Police and will send it to the police unit where the person / entity has applied.

The project foresees the General Directorate of State Police as the authority for the production and distribution of cards. The production of cards will be centralized. The authorization production system will exchange data with the SIMA system regarding personal data on the person to authorized and specific weapon data. Based on the approval of the firearm ownership for an individual by a responsible body of the State Police, authorization data are sent by SIMA to the authorization production system to produce the ID Card. The authorization production system will be

# Western Balkans SALW Control Roadmap MPTF

United Nations Multi-Partner Trust Fund for the implementation of the Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons and their ammunition in the Western Balkans



installed within the State Police network. The production system will be able to exchange data either through webservice (REST / SOAP) or directly with relational databases such as: Oracle, PostgreSQL, MS SQL Server, MySQL, etc. The system will generate reports, statistics, alerts, etc.

To guarantee the security and non-alienation of authorizations, some security elements are included in the system, via a chip that contains data on the weapon and the owner. The control and verification will be done through special card readers. After a card is produced, the citizen collects the card at the Local Police Directorate where he has applied.

Currently, about 59,000 individuals and legal entities are registered in SIMA, in accordance with Law 74/2014, "On Arms". They will be the first to be equipped with digital cards. The goal is to provide digital cards to all firearms owners, including police officers, by providing about 100,000 citizens with a document based on the law.

The project will undergo four main stages:

1. Project preparation (completed)
2. Procuring the necessary hardware / software, ID cards, films, ink, readers.
3. Installation, testing and technical assistance (training)
4. Continuous production of digital cards for citizens and police officers.

In terms of hardware, there is need to secure three specialised printers and accessories. The special required printers have a maximum capacity of 720 cards in 8 working hours. Given an amount of around 120,000 active permits (including police forces), it is deemed optimal to have in use a minimum of 5 printers to produce the entire amount at the most convenient time, which would minimally be 8 to 10 months, assuming an uninterrupted process, although other problems and maintenance breaks are to be included.

The existing printers provided by SEESAC in 2016, are partially worn. From the manufacturer's online publication, it turns out that printers have a 3-year warranty, suggesting a lifespan of up to 5 years. Those printers have also been subjected to changes in consumable parts, including changing white cards, lamination foil, ribbon paint, and so on. In the best interest of the integrity of the system, it should also be accompanied by maintenance all the time by a company specialized in these types of devices, while such service has been randomly applied so far.

The identified needs and estimated costs for the activity are indicated below:

<b>Activity 1.2. Support the development of digitalized system and the production of firearms owners' digital cards</b>				
<b>Description</b>	<b>Unit</b>	<b>Nr. Units</b>	<b>Unit Cost</b>	<b>Total</b>
Local IT Expert	days	190	200	38,000
Special printer ( Fargo HDP 8500)	piece	3	14,000	38,325
Software ( Fargo ASURE ID)	piece	1	5,000	4,869
ID cards (printable with chip contact)	piece	100,000	1.6	145,000
Holographic film	piece	200,000	0.5	52,360
Special ink (for dual print)	piece	200,000	0.24	32,000
Chip reader for smart cards	piece	100	124	12,400
Chip writing equipment	piece	3	300	900
Installation, testing, integration with State Police systems	lump	1	3,000	6,250
Maintenance (every 10,000 prints)	times	10	500	-

# Western Balkans SALW Control Roadmap MPTF

United Nations Multi-Partner Trust Fund for the implementation of the Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons and their ammunition in the Western Balkans



Training of operators	lump	1	5,000	3,250
<b>Subtotal Activity 1.2</b>				<b>295,354</b>

The adoption and implementation of the proposed project is in line with the objectives and goals set in the Strategy for the Control of Small Arms and Light Weapons, at the same time achieving an integrated approach in the SALW policy implementation and control. The transition from paper-based authorizations to digital cards, relying on technological advancements and advantages, will contribute to enhancing the overall inter-operability of the sector and in transforming the mindsets of citizens in possession of firearms.

For the Albanian State Police, the registration of all firearms in SIMA, including those that are traded, in use, declared stolen, lost, seized in criminal offenses, is the challenge ahead. All the measures aim to be in unction of closing the cycle of firearms management and control, from the origin of production, to the users and their final destination or destruction.

The objective for this activity is that all those possessing a weapon are equipped with a digital card containing all weapon and personal data necessary for an efficient and effective verification at all times.

## OUTPUT 2 – Improved Albanian State Police weapons storage management

This Component directly contributes to the implementation of the measures envisaged in the National Action Plan under Goal 7, Target 2. Ensure safe and secure SALW / firearms and ammunition storage facilities, designed based on identified needs and in accordance with international standards.

The focus of this Component will be on improving the priority firearms and ammunition storage facilities of the Albanian State Police in accordance with international standards and good practices, ensuring the maintenance, safety and administration of firearms, ammunition. and explosives throughout their life cycle.

In almost half of storage facilities of the Albanian State Police, weapons are kept in unsafe conditions, without proper physical security measures, and often stacked together, in inadequate conditions and easily accessible. The proposed interventions will significantly increase the safekeeping and management of SALW and prevent their undesired access, misuse, deterioration and damage.

The State Police has under its authority a total of 94 weapons, ammunition and equipment storages. The storages are organized in a hierarchy, which includes:

1. Central Storage of State Police
2. Storage of Regional Directorate of State Police
3. Storage of Regional Directorate for Border and Migration
4. Storage of Police Commissariats in judicial districts
5. Storage of Police Commissariats in non-judicial
6. Storage of Police Commissariats for Border and Migration
7. Storage of Special Units of State Police

Out of a total of 94 weapons storages under the responsibility of the State Police, 45 of them (or about 48%) are in good condition, and of these, 11 storages meet the required standards (4 storages have been reconstructed with UNDP / SEESAC funding (Tirana, Durres, QFMT, Korca) and 7 storages are financed from the state budget.



# Western Balkans SALW Control Roadmap MPTF

United Nations Multi-Partner Trust Fund for the implementation of the Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons and their ammunition in the Western Balkans



The stock of storages that require reconstruction and standardization is still very high and requires several years of support to complete, as part of the medium-term action plan. However, in discussions with State Police officials, there is a priority ranking according to importance and emergency for phased intervention. In this respect, the State Police groups the priorities into three levels:

- Priority I. Weapons storages and those of material evidence in the Local Police Directorates and those in the Commissariats in judicial districts (17 storages).
- Priority II. Weapons storages in the Local Border and Migration Directorates (4 storages)
- Priority III. Arms storages at Commissariats in non-judicial districts (28 storages).

In more in-depth discussions, in order to draft this proposal, the State Police has identified 10 interventions selected within the Priority group I that include **four** storages of Regional Directorate of State Police Elbasan, Fier, Tirana, and Berat and **six** storages of Police Commissariats Pogradec, Mat, Lushnje, Sarande, Tropoje, and Puke.<sup>3</sup>

## ***Activity 2.1 – Conduct the reconstruction technical design, assess equipment needs and finalize BoQ for each individual intervention***

Although some of the technical designs may exist, the project will undertake a complete redesign or update of existing designs to ensure that all elements and standards are considered and costs are calculated in the same way. The needs for equipment for each of the selected storages to intervene will also be verified and assessed. The main elements for consideration for such equipment include 1) security and 2) storage equipment:

Security equipment would include CCTV camera system, Fire protection system, Lighting system, Armored doors and secure windows

While, storage equipment refers to: Ordinary metal shelves, Security safe, Standard weapons shelves, replacing the old shelves in use for weapons the State Police is gradually removing from use, Equipment for storing material evidence and small arms

The tasks for technical design will be contracted out to a specialized local company. Completed designs will be endorsed by the Albanian State Police, prior to being tendered and implemented. All tendering processes will be through open local competition and executed by UNDP Country Office.

The objective of this activity is to complete the technical design and the specifications for the necessary standard equipment for the ten priority storages.

## ***Activity 2.2 – Conduct the reconstruction and refurbishment of selected interventions of Arms & Ammunition storage facilities***

Reconstruction tasks will be tendered in lots or separately, depending on the geography and accessibility of selected interventions. Open competitive tendering for local construction companies will be applied. Tendering of the works will be based on verified and finalized technical specifications and BoQs.

---

<sup>3</sup> The General Directorate of State Police has identified the proposed weapons depots for reconstruction, referring to the warehouse spaces, the state of the infrastructure, the security conditions, and the volume of weapons and ammunition they store. However, no individual infrastructure assessment has been made and therefore, a proper infrastructure design is necessary.

# Western Balkans SALW Control Roadmap MPTF

United Nations Multi-Partner Trust Fund for the implementation of the Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons and their ammunition in the Western Balkans



The supervision of works will be done in two layers: first, through contracted professional supervision companies, and second, by a hired UNDP's civil engineer, the latter role being the overall quality assurance of the work of the contractors and the supervision services.

The project will, therefore, employ a part-time civil engineer to monitor and follow daily all processes related to design, supervision, works, testing and commissioning until the handing over of the reconstructed facilities.

From experience and given the low complexity and cost of individual interventions, it is proposed that the design & supervision and the testing & commissioning are issued to two single contractors.

For all works, a defects and liability period of 6 months will be applied, and the retention amounts will be released upon satisfactory completion of the identified and corrected defects at the end of the defects and liability period.

The Albanian State Police will be responsible for ensuring access to sites as well as ensuring all necessary permits for normal implementation and supervision / monitoring. Attention will be paid to obtaining beneficiary concurrence and acceptance for the quality of works and for each interim volume of works to be paid, so that cooperation is built and problems for the handover are avoided.

Upon the completion of works, the Testing & Commissioning contractor will be engaged to make the necessary verifications and assessments and complete its tasks in coordination with the beneficiaries.

For each completed intervention, a handover public event will be organized and disseminated in the media with proper recognition of the source of funds / the donor and the assistance framework / the Western Balkans Roadmap initiative. As part of the handover, a full technical package for each intervention will be provided to the Albanian State Police.

## **Cost estimation considerations**

In the absence of detailed project designs, the costs for the reconstruction are approximated, taking into consideration the reference costs determined by the National Housing Authority, based on Instruction 3, dated 28.12.2016, "On the approval of average construction costs" in different regions of the country, the costs of facilities restructured in 2021/2022 by SEESAC and market research.

The General Directorate of State Police has provided for the moment the warehouse spaces and indicated that besides infrastructure rehabilitation, all identified depots need to be equipped with:

- CCTV camera system
- Equipment for storing material evidence and small arms (such as ordinary metal shelves, security shelves, standard weapon shelves)
- Armored doors and secure windows
- Fire protection system
- Alarm system
- Electric system.

To calculate the costs at this stage, the following unit prices and norms are considered:

Item	Unit	Unit Cost	Comments
Average reconstruction costs	US\$/m2	300	Includes replacement of plasters, replacement of floor layers, replacement of waterproofing layers. If the building additional structural damages, the cost

# Western Balkans SALW Control Roadmap MPTF

United Nations Multi-Partner Trust Fund for the implementation of the Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons and their ammunition in the Western Balkans



Item	Unit	Unit Cost	Comments
			increases. The cost decreases with the increase of the construction area.
National norms for Design vs Construction costs	percent	5-7	Design costs decrease in inverse proportion to the cost of object
National norms for Supervision vs Construction costs	percent	4-6	Supervision costs decrease in inverse proportion to the cost of the object
National norms for Testing & Commissioning <sup>4</sup> vs Construction costs	percent	1-2	Testing & Commissioning costs decrease in inverse proportion to the cost of the object
Ordinary metal shelves	piece	730	Metal shelf with dimensions approximately 150x200x50cm with three partitions
Security shelves	piece	4,100	Safe with dimensions approximately 100x150x40cm
Standard weapon shelves	piece	870	Shelf with dimensions 120x180x40cm with subdivisions and weapon holders.
Armored doors	piece	1380	Armored door with one shutter (90x215)
Secured windows	piece	780	Double glazed windows + iron railings
CCTV camera system	bundle	2,600	A system providing for the placement of 4-5 cameras and the data storage unit for 15 days
Fire protection system	bundle	2,300	A system including 5-6 pieces of smoke detector, an alarm system and the placement of 2-3 fire extinguishers
Alarm system	bundle	3,300	A system including 5-6 pieces of motion sensors, placement of sensors on doors and windows as well as a signaling and alarm system.
Electric system	bundle	1,600	It envisages the installation of the power system (5-6 socket outlets), the lighting system (3-4 LED lights with the corresponding keys), the electrical panel (also supplemented with outlets for plugging the CCTV and alarm systems
Power backup	piece	3,200	It envisages the installation of an inverter and 4 batteries for keeping the systems in operation in case of power failure for up to 24 hours.

In consideration of the above, the following set of storage, safety and security equipment has been selected as a package to be provided for each armament depot:

## **Standard Set**

Ordinary metal shelves x 2

Security shelves x 1

Standard weapon shelves x 3

Armoured doors x 1

<sup>4</sup> Testing & Commissioning is obligatory before the handover

# Western Balkans SALW Control Roadmap MPTF

United Nations Multi-Partner Trust Fund for the implementation of the Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons and their ammunition in the Western Balkans



Secured windows x 2  
CCTV camera system x 1  
Fire protection system x 1  
Alarm system x 1  
Electric system x 1  
Power backup x 1

Under these assumptions, the indicative cost is presented in the summary table below. Nevertheless, these costs remain indicative until an individual assessment is made in each object and the infrastructure design is completed.

Indicative cost table<sup>5</sup>

Arms & Ammunition Storage Facility	Construct Area	Construction Cost	Design Cost	Supervision Cost	Testing & Comm Cost	Standard Set	Total Cost
RPD Elbasan	200	77,559	3,000	3,000	1,200	24,110	108,869
RPD Fier	250	92,559	3,750	3,750	1,500	24,110	125,669
RPD Tirana	200	77,559	3,000	3,000	1,200	24,110	108,869
RPD Berat	180	71,559	2,700	2,700	1,080	24,110	102,149
DPC Pogradec	100	47,559	1,500	1,500	600	24,110	75,269
DPC Mat	80	41,559	1,200	1,200	480	24,110	68,549
DPC Lushnje	100	47,559	1,500	1,500	600	24,110	75,269
DPC Sarande	80	41,559	1,200	1,200	480	24,110	68,549
DPC Tropoje	80	41,559	1,200	1,200	480	24,110	68,549
DPC Puke	60	35,559	900	900	360	24,110	61,829
<b>TOTAL</b>	<b>1,330</b>	<b>574,589</b>	<b>19,950</b>	<b>19,950</b>	<b>7,980</b>	<b>241,100</b>	<b>864,899</b>

RPD – Regional Police Directorate  
DPC – District Police Commissariat

The objective of this activity is that with the implementation of interventions in these priority storages, the total number of storages in good condition will reach 55 (58.5%), compared to the final objective of performing interventions in 100% of storages by the end of 2024.

## OUTPUT 3 – Increased awareness of dangers and risks of misuse of SALW

<sup>5</sup> Design calculated as 5% of construction cost  
Supervision calculated as 5% of construction cost  
Testing & Commission calculated as 2% of construction cost



# Western Balkans SALW Control Roadmap MPTF

United Nations Multi-Partner Trust Fund for the implementation of the Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons and their ammunition in the Western Balkans



This Component directly contributes to the implementation of most of the measures envisaged in the National Action Plan under Goal 4. By 2024 significantly reduce the supply, demand, and misuse of firearms, through increased awareness, education, outreach, and advocacy.

## ***Activity 3.1 – Awareness campaign about the dangers of illegal possession, misuse and trafficking of SALW***

The project will engage in a range of activities, aiming to a positive change of attitudes and beliefs related to SALW involving state institutions, schools, communities, and individuals. Particular attention will be devoted towards addressing the misuse of firearms among young men and in various forms of gender-based violence.

Public awareness will build on current experience and make use of structures devoted to community policing and those involved in capacity building activities supported by the Swedish Community Policing Strengthening Program.

A few considerations will be made in shaping the awareness campaign in terms of messages, targets groups, and areas of focus.

- a. The SALW Control Strategy 2019-2024 and the Action Plan 2019-2021, provide for the conduct of an amnesty for returning of illegally possessed weapons. In this respect, and in order to prepare for success, there is a need to precede such an amnesty with an awareness campaign
- b. The awareness campaign will also bring into the focus the importance of completing the arms registration. This stream will focus on targeting gun owners, licensed dealers, women, etc., and will explain the importance of regulating this aspect, the necessity of compliance with the law, the consequences, and so on.

The proposed actions to be implemented will be in the following sequence:

### 1. Desk review of SALW Control situation

Initially, the project will engage in a desk review of available data, disaggregated as much as possible by age, gender, social status and geography, and provided by the State Police and other sources. The desk review will certainly consider the perception surveys already conducted by SEESAC in Albania in 2016 and 2017.

### 2. Undertaking of a national survey on SALW

Based on the desk review results and findings, the project will develop a national survey to understand the extent of the SALW misuse problem and the social behaviors fuelling the current situation. In more detail, the survey will aim to understand better:

- ✓ the trends in the use of firearms, level of knowledge of the applicable laws,
- ✓ the reasons for using firearms,
- ✓ the perceptions on the easiness of possessing or procuring a weapon,
- ✓ the causes of GBV and intimate partner homicides,
- ✓ the level of security and trust in institutions,
- ✓ views on State Police performance regarding firearms control policies, conflict resolution, transparency and performance, etc.

The survey will focus specifically on the most vulnerable, those owning weapons or being subjects/victims of misuse or illegal use of firearms, including school, urban and rural communities, gender, youth, etc. The survey will be conducted in electronic form but with physical verifications and will aim to reach a sample of about 3000 people

# Western Balkans SALW Control Roadmap MPTF

United Nations Multi-Partner Trust Fund for the implementation of the Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons and their ammunition in the Western Balkans



(including a minimum of 1200 students and 1200 household members in all 12 regions of Albania). The survey will inform and guide the subsequent steps and actions of the awareness campaign as well as fine-tune the target social categories.

The expected costs for the national survey are based on recent similar national exercises carried out by UNDP Albania (i.e. a national perception survey on local governance quality with a sample of around 12,000 people carried out in 2016 and 2020), where the average cost per unit sample (or questionnaire) was about \$9.5, including the field survey, data processing, analysis and reporting.

### 3. Development and implementation of a public awareness campaign on SALW control and the dangers of SALW misuse, illicit possession and trafficking.

Based on the above survey and by consulting the State Police Awareness Action Plan for 2020, the project will develop an awareness campaign that will target schools, communities, CSOs, media, vendors, buyers.

The public awareness messages will focus on:

- ✓ The potential dangers of misuse of weapons to peoples' lives, the dangers of domestic violence through firearms, and the risk of committing serious crimes.
- ✓ Appeal to the community to strengthen cooperation with the Police and help Police with information about citizens who may possess weapons illegally.
- ✓ The harsh punishment as per the Criminal Code, and the social consequences for the individual, especially among young people, in their future personal career and social and economic life.
- ✓ And finally, about the elements of the forthcoming weapons amnesty and preparing the population to positively respond to this national undertaking.

The public awareness will be tailored to particular target groups:

#### *a) Capacity building for local police officers*

Part of the activities will be directed towards capacity building of relevant ASP staff, especially those responsible for crime prevention and public relations. Special attention will be paid in targeting first line police officers by providing training on prevention measures and community policing.

It is proposed to organize 12 capacity building activities in the 12 counties of the country with the participation of local police officers from all police commissariats for an average of 30 participants from each county. The capacity building events will last one day in each country for a total of 7 days and benefitting directly 360 police officers.

#### *b) Public awareness for high school students*

The awareness campaign will also be extended to high schools, using school security officers already been trained by the Swedish Community Policing Project for presentation and communication skills. High schools are the perfect place to develop these campaigns as adult teens are also among the users of small arms, either accidentally or intentionally. The campaign will emphasize some cases of accidental use of weapons and the consequences they have brought to young people, which have resulted in serious consequences for the victims, but also for the perpetrators who later regretted while their actions changed their lives.

The awareness campaign will also support the inclusion in the high school curriculum of the module "On the dangers of firearms", prepared by the Sector for Service to Third Parties, which is responsible for dealing with activities permitted by weapons, explosives and private physical security services.

# Western Balkans SALW Control Roadmap MPTF

United Nations Multi-Partner Trust Fund for the implementation of the Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons and their ammunition in the Western Balkans



In cooperation with Regional Police Directorates, it is envisaged to conduct tailored public awareness campaigns in all twelve counties involving around 10% of the high school students (total number of high school students is around 120,000). The detailed content of these activities will be developed jointly with local counterparts and be organized as events of one-week duration in each county.

## c) *Public awareness for weapons owners and the general public*

In addition, the project will support the organization and development, by central and local structures of the State Police, of awareness meetings and media campaigns on the dangers of firearms. This section of the campaign will focus on communicating with and making aware firearms owners and dealers of the efforts for strengthening SALW control and the need to comply with the legislation framework as well as informing them on the progress and the necessity to re-register their weapons into the new weapons registration system.

Within this overall context, the public awareness will include the production of leaflets, posters, Radio & TV spots, and various media advertisements.

The public awareness activity will be implemented through engagement of leading local CSOs in the area of Security and Gender and in close coordination with and involving local and national authorities to secure as-wide-as-possible ownership and ensure sustainability of the efforts. The awareness campaign will be implemented in partnership with regional police units in all 12 regions of Albania. The indicative costs of this activity will include the following main items:

<b>Activity 3.1 – Awareness campaign about the dangers of illegal possession, misuse and trafficking of SALW</b>				
<b>Expenditure line</b>	<b>Unit Type</b>	<b>Unit Number</b>	<b>Unit Cost</b>	<b>Total Cost</b>
National survey	people	3000	3.05	9,152
Desk review	lump	1	3,419	3,419
Capacity building for local police officers	events <sup>6</sup>	12	500	6,000
Capacity building for high school students	events <sup>7</sup>	12	2,500	30,000
Capacity building for firearms owners	events <sup>8</sup>	6	500	3,000
Radio & TV spots	piece	5	3,000	15,000
Printed materials	lump	1	5000	5,000
<b>Subtotal Activity 3.1</b>				<b>71,571</b>

The objective of this activity is to increase civic engagement in strengthening SALW control in order to significantly reduce the supply, demand and misuse of firearms.

<sup>6</sup> One-day long events

<sup>7</sup> One-week long events

<sup>8</sup> One-day long events



## 6. Sustainability of Results

Sustainability of the results will be pursued through a series of approaches and mechanisms that all intend to improve Albania's capacities in SALW control and in adopting sustainable solutions to the illegal possession, misuse and trafficking of SALW and their ammunition. These approaches will include the following:

1) Full alignment with national policies and strategies: By supporting interventions envisaged in the national policies and action plans, within an agreed upon strategic framework, the project contributes to sustainability through its activities. Furthermore, the proposed interventions are not only priorities identified by the responsible state institutions, but also common issues to be addressed at a regional scale. The fact that these interventions are undertaken in the framework of the regional Roadmap for a sustainable solution to the illegal possession, misuse, and trafficking of SALW and their ammunition, represents an advancement and progress for Albania in fulfilling its international obligations.

2) Investment in institutions and people: The development of institutional capacities and the strengthening of systems in place, the introduction of innovations and standards and the promotion of open dialogue and collaboration between the public and the institutions are expected to raise the demand and set another standard of services expected from security forces, which in turn will help build more accountability and increase the trust on institutions.

3) No ad-hoc project-based structures. The Project will not create temporary or parallel institutional structures for the activities to be implemented. Instead, the project aim is to build soft capacities and improve systems in place, support the advancement of already ongoing activities, increase the know-how of the specialized support service providers for an adequate prevention of SALW misuse, and raise broad awareness among the population for partnering with the public order forces for the consolidation of the rule of law. The specialized structures with Albanian State Police will take ownership of the full range of services to be provided and will manage them with full competence.

In this framework, the re-registration of C-category weapons along with improvements in the existing SIMA system will enhance the inter-operability between various processes and strengthen the management and evidence-based dynamics of weapons control in the country.

The improved outputs of SIMA system will benefit all police commissariats in their work, providing a consolidated tracking system beyond the phase of re-registration. The number of computer operators and skilled staff among these ranks will be expanding and the adoption of a digitalized interface will change the work culture.

The General Directorate of State Police will establish a dedicated support structure to operate the production and distribution of digital card authorizations for weapon possession and a subsequent integrated record keeping database registering all movements of weapons.

With the proposed investment to improve and tweak the SIMA system, which is at present, even in its unfinished state, uniquely used for weapons' registration, the production of digital cards remains a continuous process, that once covering all the population in possession of arms, will then continue to monitor and update changes of ownership (including weapons possession by police officers themselves), firearms lifecycle, support investigation and feed into policy making.

Beyond the physical process, a parallel process of capacity building and involve and benefit both the police headquarters and the local branches to keep the system operational. It is believed that once progressing successfully to a digital format, there will be no desire to coming back to previous manual methods.



# Western Balkans SALW Control Roadmap MPTF

United Nations Multi-Partner Trust Fund for the implementation of the Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons and their ammunition in the Western Balkans



The investment part for this project includes several rehabilitation of physical premises interventions and a considerable set of IT equipment.

The physical rehabilitations relate to construction work and will be part of police premises in various locations and have generally a longer lifespan. Furthermore, as the arms depots are part of existing police buildings, they will be maintained as part of the overall maintenance of the physical premises of the police.

The maintenance of the IT equipment is more delicate and recognizably an area often neglected or underestimated within the public administration. Furthermore, higher-tech equipment is potentially more prone to failures and can reach the end of life much faster, thus needing much more care, proper use and maintenance. Therefore, it is not only a matter of filling in the gap, but the most difficult part is to build a different work culture and/or system to prolong the life of the assets in use.

The IT equipment will be used for the weapons registration by various police commissariats, while a specialized set will be procured for the production of digital authorizations for arm owners. In the first case, maintenance should occur in each police unit in receipt of the IT equipment, and in the second case the maintenance will be centralized within the State Police where the digital card production will take place.

It is important to note that the production of digital cards is a system that will be supported by the project, but the system should continue to work even after the project ends, representing a permanent operating system to deal with weapons movement.

Basically, referring to the state of weapons owned by natural and legal persons and police officers, the following figures portray the situation:

- Category "B" weapons (short firearms) owned by citizens 800 weapons.
- Category "C" weapons (hunting weapons) owned by citizens 104,200 weapons
- Category B weapons, with which police officers are completed, 10,000 weapons.

Therefore, a total of 115,000 weapons are to be administered, for which the authorizations (digital authorizations) will have to be produced in implementation of the legal acts in force. After the completion of the registration of weapons and equipping citizens with digital authorizations, the process will continue regularly with the registration of newly purchased weapons by citizens / entities under Law 74/2014, "On Weapons". Since the validity of a document is 5 years, the production process of these documents will continue without interruption, with a reproduction cycle every 5 years. In this respect the system will be active and will enable the production of digital authorizations continually.

The national counterpart has stated that equipment maintenance will be carried out by the State Police, planning additional resources under the Information Technology equipment maintenance.

Nevertheless, besides monitoring this commitment, the project will introduce a maintenance planning for each specific category of equipment to be provided.

The maintenance plan will define the work to be done to maintain assets proactively and to ensure the proper working condition of the equipment.

The plan will indicatively include the following ten points:

1. The inventory of assets in need to be maintained.
2. The proper instructions for operating the equipment, including individual responsibilities, due care and appropriate policies for use of business equipment

# Western Balkans SALW Control Roadmap MPTF

United Nations Multi-Partner Trust Fund for the implementation of the Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons and their ammunition in the Western Balkans



3. The specific maintenance tasks intended to be performed.
4. The schedule of maintenance work / the frequency at which the maintenance task is to be performed
5. The estimated time to perform the task
6. The prediction of spare part consumption
7. The anticipation of equipment replacement at the end of the lifespan
8. The skills-set required for each maintenance task.
9. The budget required for covering the above
10. The set of maintenance forms to be kept on record

The maintenance plan will consider the manufacturer's recommended maintenance for equipment, but the equipment operating environment and the frequency of operation will also be considered.

All efforts will be made to keep track of maintenance records and present the status to the counterparts as well as the project Steering Committee, with the main aim not to blame or criticize but to help create a new attitude and work practice for the beneficiary.

## 7. Risk Identification and Management

Please, refer to Annex 4 for a detailed list of identified risks.

## 8. Cross-cutting Issues

Promoting gender equality will be a regular dimension during the implementation of the project. All project interventions will be gender sensitive. As elaborated earlier under Activities section, the project will intentionally, through different awareness activities, target women and men in line with the Albanian SALW Control Strategy and the National Strategy on Gender Equality. The project's progress and achievement assessment will integrate sex-disaggregated data and indicators.

The core elements of the gender mainstreaming have been integrated in the project design through:

- ✓ alignment with the national legal framework, policies and priorities
- ✓ gender assessment in terms of linkage of SALW presence and domestic violence, particularly by showcase of relation of gender norms on SALW misuse and its consequences on women's and men's lives
- ✓ building gender-sensitive approaches in project implementation arrangements (by seeking to involve gender CSOs in awareness activities)
- ✓ envisaging and establishing partnerships to ensure gender relevance of project activities and results
- ✓ determination of how the project can respond to the needs of men and women in view of gender-based violence issue, and
- ✓ identification and design of drivers of change required to achieve gender-sensitive project results

All stages of gender mainstreaming processes (gender analysis, gendered actions and gender sensitive monitoring and evaluation) will be implemented by the application of the following tools:

- ✓ setting the base for gender sensitive data collection on SALW misuse in the context of domestic violence, gender analysis and gender impact assessment of the policies and practices related to SALW and domestic violence,

# Western Balkans SALW Control Roadmap MPTF

United Nations Multi-Partner Trust Fund for the implementation of the Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons and their ammunition in the Western Balkans



- ✓ gender stakeholders' consultations for gender-sensitive transformation of institutional practices,
- ✓ development of gender-sensitive knowledge products, trainings and tools,
- ✓ and gender-sensitive media reporting on SALW misuse

The project will fully adhere to social and environmental standards, in line with the UNDP's Social and Environmental Standards (SES) and the country environmentally relevant national laws and regulations, with the aim to enhance positive social and environmental opportunities and benefits as well as to ensure that adverse social and environmental risks and impacts are avoided, minimized, mitigated and managed. It fully complies with the overarching policy and principles related to the human rights, gender equality and women's empowerment and environmental sustainability.

Compliance with the environmental standards will be sought since the design phase for the civil works interventions for the reconstruction of arms storages. The design will take into consideration the mitigation of environmental impacts, such as noise, dust, solid wastes, toxic generation, air or water pollution, appropriate land use considering the effect on vegetation, etc. the designer will be requested to explore possibilities of using eco-friendly construction materials. All necessary administrative and environmental permits will be sought and obtained prior to the interventions. All these considerations will be included in the tender documents and then closely monitored as an integral part of supervision throughout the implementation.

## 9. Communication and Visibility

### 9.1 General

#### 9.1.1 Objectives

The purpose of the Communication and Visibility Plan is to outline communication goals to ensure effective and efficient communication about the objectives and results of the Project to all target groups, including beneficiaries, partners, key national stakeholders as well as key international development partners, and to plan and implement different visibility actions complimenting the implementation of different envisaged activities and celebrating results.

#### The overall objective

The main objective of the Communication and Visibility Plan is to contribute to the efficient implementation of the Project by ensuring that information and any communications activities and products, its objectives, results, and achievements are executed and produced with the highest quality and disseminated in a timely manner to target groups. Importantly, production and release of all communication and visibility materials and press releases will be closely coordinated with SEESAC.

#### Specific Communication objectives

- ✓ Increase the visibility of the progress and achievements made in relation to the focus areas of the Project.
- ✓ Inform national stakeholders as well as the relevant international donor community of the progress and impact of the Project
- ✓ Increase the visibility of the links of the Project to other projects implemented by partner development agencies, including SEESAC regional support initiatives related to strengthening and consolidation of the rule of law
- ✓ Raise awareness and increase the visibility of the Sustainable Development Goals (SDGs) and the contribution of the project towards the SDGs.

# Western Balkans SALW Control Roadmap MPTF

United Nations Multi-Partner Trust Fund for the implementation of the Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons and their ammunition in the Western Balkans



## 9.1.2 Target groups

The Project aims to reach the following groups:

- ✓ Targeted beneficiaries (ASP and Mol)
- ✓ Relevant governmental law enforcement agencies
- ✓ Local beneficiaries: communities, schools, women, youth, firearm dealers and owners
- ✓ Relevant international development partners and/or networks
- ✓ National and international media
- ✓ UNDP staff in Albania and globally

### Specific objectives for each target group

- ✓ Target beneficiaries, ASP and Mol – are engaged and cooperating to strengthened institutional and technical capacities of law enforcement agencies and recognize the Roadmap implementation as a vehicle for making progress
- ✓ Central Government – to emphasize the contribution that the assistance is making in responding to national priorities for a sustainable solution on SALW control in line with European standards and guidelines.
- ✓ Local beneficiaries – to be made aware and engaged through contributing to making their neighbourhoods safer and reduce the phenomena of illegal possession, misuse and firearms trafficking.
- ✓ International and national development partners – to highlight the contribution of the Project in addressing issues of SALW control in the country
- ✓ National media and relevant civil society organizations (CSOs) – made aware and engaged in achieving Project outcomes to the benefit of people of Albania.
- ✓ International media, where and when applicable - raise awareness about the Project and how the donors and UNDP work together to strengthen the rule of law.

### Key messages

The purpose of the key message is to ensure coherent and coordinated communication and advocacy messages to reach all stakeholders. Carefully crafted taglines/key messages will be included in all press releases, communications, and other visibility materials.

Additional and special messages will be developed and tailored for each target group, in close cooperation with SEESAC and the UNDP Country Office, to ensure that communication is conducted most efficiently.

## 9.1.3 Communication approach

Coherent and coordinated communication will be ensured by continuous coordination of all communications and advocacy component activities with SEESAC.

### Communication principles

The following is a set of core principles to be adhered to in the planning, implementation, monitoring, and reporting of the Visibility and Communication Plan:

- ✓ Beneficiary-tailored and people-centred communication: The overall communication approach will pay high attention to the specific target groups, to tailor the overall information-sharing (including channels and tools used) to their specific needs.
- ✓ Emphasizing the importance of the subject from the perspective of present and future, as well as “before” and “after”: The project objectives and result will be promoted through narratives or positive experiences from target groups, with focus on achieved change and transformation in terms of “today” and “tomorrow”, as well as comparative outlook in terms of “before” and “after” the assistance of the Project.
- ✓ Coordinated information flow: A regular internal information flow will be ensured from the Project to UNDP Country Office and its Communications Specialist, to make sure communication with the external audience and



# Western Balkans SALW Control Roadmap MPTF

United Nations Multi-Partner Trust Fund for the implementation of the Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons and their ammunition in the Western Balkans



target groups is consistent, accurate and based on actual results, achievements, and innovative solutions realized within the project.

- ✓ Review and adapt to maximize communication results: The Communication and Visibility Plan will be reviewed at a midpoint of implementation to ensure optimal efficiency and effectiveness of communication, especially if specific circumstances would demand such change. Such review will ensure that communication efforts and actions meet the needs of the counterpart and partners and achieve communication goals.
- ✓ Prevent/reply to disinformation: To avoid and reduce potential disinformation and misunderstandings, the Project will deploy a two-fold approach: on the one side, regular, up-to-date, accurate and measurable information will be shared with the stakeholders; on the other – if disinformation occurs, the project will undertake swift response and provide necessary clarifications and corrections, as necessary.

## ***9.1.4 Communication tools***

In the fast-paced information society, communication is getting more and more complex every day. As one of the most influential opinion makers in the country, the media (electronic, print, and online) is the prime channel by which the project will communicate its activities and success stories. The media is crucial not only for reaching large numbers of stakeholders but also for safeguarding the Project's sustainability.

**The main communication and visibility outputs will consist of:**

- ✓ High profile media events when important products need to be made public.
- ✓ Several public events in the Project areas with involvement of beneficiaries and main stakeholders.
- ✓ Photo brochures on the Project's performance and highlights of Project activities/results.
- ✓ Utilization of Social Media to disseminate information on project results.
- ✓ Missions to project areas with representatives of the Donor, UNDP, and other project partners
- ✓ Production of promotional items.

Tools to be used while establishing effective communication with the target groups will include:

- ✓ Media advisories, press releases, interviews, media opportunities that will provide media coverage of key events, milestones and success stories;
- ✓ Public information material, such as factsheets and infographics;
- ✓ Press conferences and press statements by key stakeholders and institutional partners;
- ✓ Banners and display boards during events, stating the Donor contribution;

## ***9.1.5 Visual identity, use of logos and disclaimers***

Templates will be developed for all communications materials, such as press release and media advisory. No Project logo is envisaged, rather key messages (taglines) will be utilized.

All communication materials prepared within the project will display the following logos, as appropriate:

- ✓ UNDP logo, following the UNDP visibility guidelines, available at the following [link](#)
- ✓ Donor logos, as provided by the Donor;

All logos should be placed on the same line - either at the bottom or top of the document. All logos should be visually equal; no one logo should take precedence over the logos of partner organizations.

## ***9.1.6 Resources***

### ***Human resources***

The Project has provided funds for publications and visibility, in addition to fully dedicating one of its components, component 3, to awareness raising on the dangers of and reduction of illegal possession, misuse and trafficking of firearms. The Project Manager will also be directly involved in awareness raising activities.

# Western Balkans SALW Control Roadmap MPTF

United Nations Multi-Partner Trust Fund for the implementation of the Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons and their ammunition in the Western Balkans



Also, UNDP's Country Office Communication Officer and the CO management involvement in project activities/events will directly contribute to the communication and visibility dimensions:

- ✓ UNDP Resident Representative participation in high-level events
- ✓ UNDP Communication Officer ensuring implementation of the Communication and Visibility Plan and alignment and integration with the CO Communication strategy and tools

## 9.2 Specific

It is important to emphasize that a major share of the Visibility and Communication Plan will be delivered within the 3rd project component on public awareness. Within this 3rd Component, activities will include several awareness and capacity building events, involving local police officers, students, firearms owner, civil society organizations and media. Messages will be conveyed through written and audio-visual platforms and target the public at large. The organization of public awareness activities will be developed in close cooperation with the Albanian State Police. These activities are provided in detail earlier and have distinct budget lines in the project proposal.

Another set of visibility and communication activities will relate especially to the first component of the proposal, the refurbishment and improvement of standards in ten identified state police armament depots across the country.

Handover ceremonies will be organized at the completion of works in each of the sites, with the participation of central and local state police and media.

In addition, the handover of IT equipment to the Regional Police Directorates for the process of re-registration of firearms as well as the development and operationalization of the system of production of digital permits for firearms owners will be subject to dedicated visibility ceremonies.

A final major and concluding event will be organized at the end of the project, to take stock of achievements, difficulties achievements and the way forward.

The indicative and distinct cost of the latter visibility and communication activities are given below:

<b>Visibility and Communication Plan</b>				
<b>Expenditure line</b>	<b>Unit Type</b>	<b>Unit Number</b>	<b>Unit Cost</b>	<b>Total Cost</b>
Handover ceremonies for infrastructure	event	10	500	5,000
Handover of IT equipment for arms registration	event	1	300	300
Inauguration ceremony for the digital card system	event	1	1,500	1,500
Concluding event of the project	event	1	2,000	2,000
Promotion materials	lump	1	4,000	4,000
<b>Subtotal Visibility and Communication Plan</b>				<b>12,800</b>

## 10. Knowledge Management

A large share of the Project will be dedicated to procurement of equipment and materials necessary to enhance some automated systems in place and to civil rehabilitation works for arms & ammunition storages. However, the Project will develop and deliver a few knowledge products along its implementation. They will be mostly related to the awareness raising component as part of the tools to prepare for or be used to convey messages and knowledge to specific target groups.

# Western Balkans SALW Control Roadmap MPTF

United Nations Multi-Partner Trust Fund for the implementation of the Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons and their ammunition in the Western Balkans



The first knowledge product will be the report of the survey on the extent of use of firearms, the social attitudes and views and trust on the law enforcement institutions. The survey report will be useful for both the communities and the Albanian State Police as it will provide a snapshot of the current context and issues to be tackled from both ends and through collaboration among the two sides.

The other knowledge items will be the products developed within the awareness raising campaign, including the target group-tailored curricula and the various leaflets and brochures promoting the reduction of illegal possession and misuse of firearms and the civic engagement for achieving results.

The above listed knowledge sharing products and tools will be effectively used beyond project completion ensuring sustainability of the interventions in this area.

## 11. Project Management Structure

### Project Management

The project will be implemented following UNDP's Direct Implementation Modality (DIM) whereby UNDP is the designated Implementing Partner.

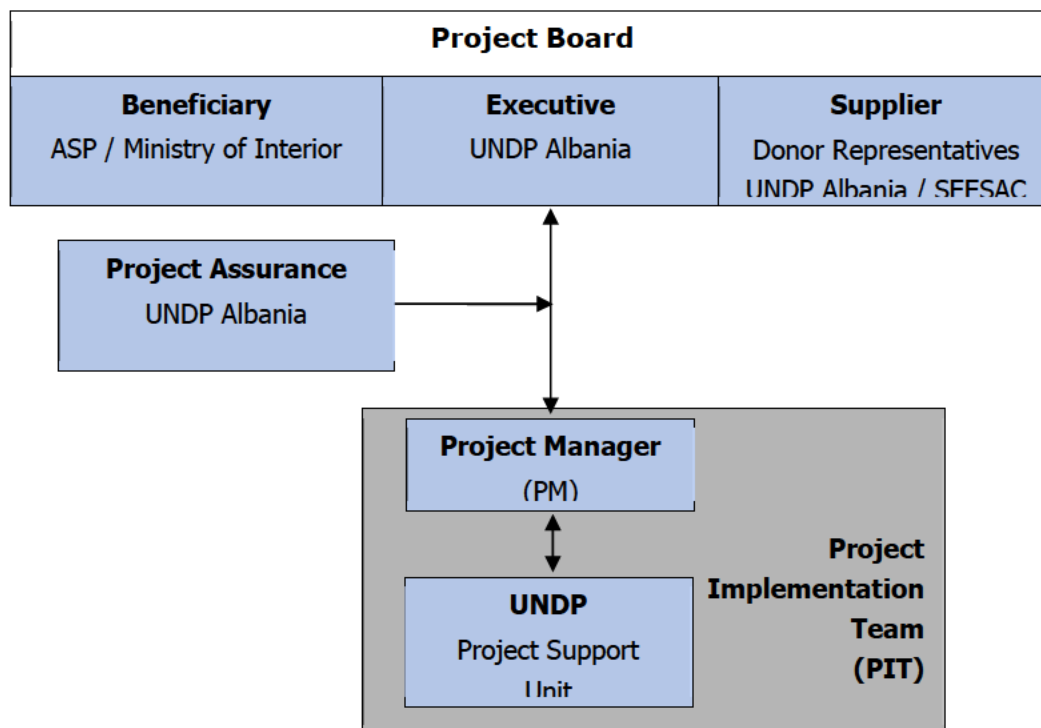
UNDP shall assume the primary responsibility for reporting, regular bookkeeping, monitoring and evaluation, as well as oversight of implementation partners. UNDP shall provide support in project implementation and operational implementation of project Activities, as well as technical and advisory assistance.

# Western Balkans SALW Control Roadmap MPTF

United Nations Multi-Partner Trust Fund for the implementation of the Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons and their ammunition in the Western Balkans



At the highest management level, the Project will be overseen by a Project Board, as the central coordinating body for the implementation. The Project Board consists of three inter-related parties: Beneficiary, Supplier, and Executive.



**Beneficiary** – the group of individuals representing the interests of those who ultimately benefit from the project. The Beneficiary’s primary function within the Project Board is to ensure the realization of project results from the perspective of Ministry of Interior and the ultimate beneficiaries who are the Albanian State Police.

**Supplier** - the group of individuals representing the interests of the parties which provide funding and technical expertise to the project. Supplier, in this specific case, are the Donors<sup>9</sup> to the Trust Fund, European Delegation as member in the Trust Fund Steering Committee and UNDP SEESAC as the technical support to the project.

**Executive** - the group of individuals responsible for the project compliance that is UNDP Albania. UNDP Albania will be responsible for the provision of project inputs, which will be provided according to UNDP rules and procedures, and in compliance with Project defined activities.

UNDP will carry out the following functions as the Executive:

- Ensure that all activities are carried out in accordance with UNDP rules, regulations and procedures
- Provide technical support to the project activities including best practices and knowledge available to UNDP regionally or globally
- Provide operational and administrative support services to ensure efficient business processes, including establishing project assurance and project support mechanisms
- Assume responsibility for implementation oversight, financial management, reporting, and evaluation.

In line with the above UNDP standard management arrangement, the specific composition of the Project Board will consist of:

<sup>9</sup> The Trust Fund has currently 6 donors: Germany, UK, Netherlands, Sweden, France and Norway.



# Western Balkans SALW Control Roadmap MPTF

United Nations Multi-Partner Trust Fund for the implementation of the Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons and their ammunition in the Western Balkans



1. Deputy Minister of Interior (Head of SALW Commission)
2. UNDP Resident Representative
3. Donor Representatives in Tirana (if and when possible)
4. Albanian State Police representative
5. UNDP SEESAC representative (if and when possible)
6. Other representatives when deemed necessary

The role of the Project Board will be to guide and monitor the progress of implementation and be responsible for making by consensus management decisions for the Project when guidance is required. The Project Board will meet periodically, at least every six months or as often as necessary upon the request of one of its members. The role and responsibilities of the Project Board are the following:

- Provide overall guidance and direction to the project, ensuring it remains within any specified constraints
- Address project issues as raised by the Project Manager
- Guide on new project risks and agree on possible countermeasures and management actions to address specific risks
- Review the project progress and provide direction and recommendations to ensure that the agreed deliverables are produced satisfactorily according to plans;
- Review the combined delivery reports before certification by the implementing partner;
- Appraise the project annual review report, make recommendations for the next annual work plan, and inform the outcome group about the results of the review;
- Provide ad-hoc direction and advice for exception situations when the project manager's tolerances are exceeded;
- Assess and decide to proceed on project changes through appropriate revisions;

For the day to day management and implementation of project activities, UNDP will establish a Project Implementation Team, which will consist of a Project Manager and an Administrative/ Finance Assistant. The Team will also play the secretarial role for the Project Board. The Project Manager is accountable to UNDP for sound management of the Project as well as effective delivery of project activities.

The Project Implementation Team will be supported by UNDP Communication Specialist who will provide guidance, support and direct contribution to ensure adequate visibility of the project as per UNDP/SEESAC visibility principles, regulations and guidelines.

Short term national experts will be hired to support the implementation of activities under the three components.

The project will be directly supervised and supported by the UNDP Governance and Rule of Law Programme Specialist in the role of Project Assurance. UNDP Country Office will also ensure the provision of standard project implementation support services, including human resource, procurement, and logistics.

A detailed description of the latter functions within the project implementation structure is given below:

## Project Manager:

- Guides and coordinates the daily work and reports to UNDP
- Plans the activities of the project and monitors progress against the approved work-plan;
- Mobilizes personnel, goods and services, and training to initiative activities, including drafting terms of reference and work specifications and overseeing all contractors' work;
- Monitors events as determined in the project monitoring schedule plan, and updates the plan as required;
- Manages requests for the provision of financial resources by UNDP;
- Monitors financial resources and accounting to ensure accuracy and reliability of financial reports;
- Is responsible for preparing and submitting financial reports to UNDP every quarter;
- Manages and monitors the project risks initially identified and submits new risks to the Project Board for consideration and decision on possible actions if required; updates the status of these risks by maintaining a project risks log;

# Western Balkans SALW Control Roadmap MPTF

United Nations Multi-Partner Trust Fund for the implementation of the Roadmap for a sustainable solution to the illegal possession, misuse and trafficking of Small Arms and Light Weapons and their ammunition in the Western Balkans



- Captures lessons learned during project implementation
- Performs regular progress reporting to the Project Board as agreed;
- Prepares the annual review report, and submits the report to the Project Board;
- Prepares the annual work plan for the following year, as well as quarterly plans if required;
- Updates the Atlas Project Management module as per the implementation progress.

## UNDP Project Support:

- Set up and maintain project files;
- Collects project related information data;
- Assists the Project Manager in updating project plans;
- Administers Project Board meetings;
- Administer project revision control;
- Establishes document control procedures;
- Compiles, copy and distribute all project reports;
- Provides financial management under the responsibility of the Project Manager;
- Provides support in the use of Atlas for monitoring and reporting;

## UNDP Project Assurance:

- Ensures that funds are made available to the project;
- Ensures the project is making progress towards intended outputs;
- Performs regular monitoring activities, such as periodic monitoring visits and “spot checks”;
- Ensures that resources entrusted to UNDP are utilized appropriately;
- Ensures that critical project information is monitored and updated in UNDP’s Atlas system;
- Ensures that financial reports are submitted to UNDP on time and that combined delivery reports are duly signed;
- Ensures that risks are adequately managed and that the risk log in Atlas is regularly updated

Management of Project funds shall be performed in accordance with UNDP financial rules and regulations, based on the approved Annual Work Plan and detailed Budget. Project Team shall be responsible for timely and transparent reporting on resources allocated and Project results achieved. Project funds must not be used for VAT payment. The Government shall bear all such costs and ensure a VAT exemption to all suppliers involved in Project Activities.

## 12. Annex 1 – Project detailed budget

Outcome 1: Strengthening control, administration and social attitudes towards SALW																	
Activities	Description of expense	Budget Categories	Unit	Nr. Units	Unit Cost	Original Budget	Revision#1 Budget (Approved)	Revision#2 Budget (Approved)	Revision#3 Budget	Expenses 2021	Expenses 2022	Expenses 2023	Expenditure 2024	Revision#4 Budget	Variation		
Output 1.1: Improved weapons registration in accordance with the Firearms and Explosives and national legislation	Activity 1.1. Support the advancement and eventual completion of firearms registration process	Local IT Expert	Contractual services	wd/days	35	200	7,000	4,716	4,716	4,716	4,716	-	-	4,716	-		
		Procurement & Delivery PCs	Supplies and commodities	piece	58	800	46,400	37,064	37,064	37,064	-	37,064	-	37,064	-		
		Procurement & Delivery Laptops	Supplies and commodities	piece	2	1,500	3,000	2,197	2,197	2,197	-	2,197	-	2,197	-		
		Procurement & Delivery All-in-One Printers	Supplies and commodities	piece	54	400	21,600	11,348	11,348	11,348	-	11,348	-	11,348	-		
		<b>Total Activity 1.1</b>					78,000	55,324	55,324	55,324	4,716	50,608	-	-	55,324	-	
	Activity 1.2. Support the development of digitalized system and the production of firearms owners' digital cards	Local IT Expert	Contractual services	wd/days	52	200	10,400	38,000	4,893	4,893	-	-	-	-	4,893	-	
		Procurement & Delivery Special Printer (Fargo HDP R500)	Supplies and commodities	piece	3	14,000	42,000	38,325	39,200	39,200	-	-	39,200	-	39,200	-	
		Procurement & Delivery Software (Fargo ASURE ID)	Supplies and commodities	piece	1	5,000	5,000	4,869	4,869	4,869	-	-	4,869	-	4,869	-	
		Procurement & Delivery ID cards (printable with chip contact)	Supplies and commodities	piece	100,000	2	160,000	145,000	145,000	145,000	-	-	145,000	-	145,000	-	
		xxxx	Supplies and commodities	piece	200,000	1	100,000	52,360	21,927	21,927	-	-	21,927	-	21,927	-	
		Procurement & Delivery Special Ink (for dual print)	Supplies and commodities	piece	200,000	0	48,000	32,000	32,000	32,000	-	-	32,000	-	32,000	-	
		Procurement & Delivery Chip reader for smart cards	Supplies and commodities	piece	100	124	12,400	13,160	13,160	13,160	-	-	13,160	-	13,160	-	
		Procurement & Delivery Chip writing equipment	Supplies and commodities	piece	3	300	900	19,396	19,396	19,396	-	-	19,396	-	19,396	-	
		Installation, testing, integration	Supplies and commodities	lump	1	3,000	3,000	6,250	6,500	6,500	-	-	6,500	-	6,500	-	
		Maintenance (every 10,000 prints)	Contractual services	times	10	500	5,000	-	-	-	-	-	-	-	-	-	-
	Training of operators	Contractual services	lump	1	5,000	5,000	3,250	1,134	1,134	-	-	-	-	1,134	-		
	<b>Total Activity 1.2</b>					391,700	333,354	288,081	288,079	-	-	282,052	-	288,079	-		
	<b>Total Output 1</b>					469,700	388,678	343,406	343,403	4,716	50,608	282,052	-	343,403	-		
	Output 1.2: Improved Arms Order Police weapons storage management	Activity 2.1 – Conduct the reconstruction technical design, assess	Local Civil Engineer (10 days/month)	Contractual services	wd/days	60	200	12,000	10,682	10,682	10,682	-	10,682	-	10,682	-	
			Contract Technical Design (10 designs)	Contractual services	lump	1	19,500	19,500	8,818	8,819	8,819	-	2,293	6,442	-	8,819	-
<b>Total Activity 2.1</b>							31,500	19,500	19,500	19,501	-	12,975	6,442	-	19,501	-	
Activity 2.2 – Conduct the reconstruction and refurbishment of selected interventions of Arms & Ammunition storage facilities		Local Civil Engineer (10 days/month)	Contractual services	wd/days	150	200	30,000	31,739	31,739	31,561	-	9,326	30,235	-	39,561	-	
		Contract Civil Works (10 contracts)	Supplies and commodities	lump	1	399,000	399,000	574,589	609,600	609,600	-	-	-	-	607,700	(1,900)	
		Contract Supervision Works (10)	Contractual services	lump	1	19,500	19,500	19,500	19,500	19,500	-	-	-	-	19,500	-	
		Contract Testing & Commission (10)	Contractual services	lump	1	7,980	7,980	7,980	7,980	7,980	-	-	-	-	7,980	-	
		Procurement & Delivery ordinary metal shelves	Supplies and commodities	piece	20	730	14,600	14,600	14,600	14,600	-	-	4,371	-	14,600	-	
		Procurement & Delivery security shelves	Supplies and commodities	piece	10	4,100	41,000	41,000	41,000	41,000	-	-	-	-	30,000	-	
		Procurement & Delivery standard weapon shelves	Supplies and commodities	piece	30	870	26,100	26,100	26,100	26,100	-	-	-	-	27,981	1,900	
		Procurement & Installation armored doors	Supplies and commodities	piece	10	1,380	13,800	13,800	13,800	13,800	-	-	-	0	13,800	-	
		Procurement & Installation secured windows	Supplies and commodities	piece	20	780	15,600	15,600	15,600	15,600	-	-	-	-	0	15,600	-
		Procurement & Installation CCTV camera system	Supplies and commodities	bundle	10	2,600	26,000	26,000	26,000	26,000	-	-	-	-	0	26,000	-
		Procurement & Installation Fire protection system	Supplies and commodities	bundle	10	2,300	23,000	23,000	23,000	23,000	-	-	-	-	0	23,000	-
		Procurement & Installation Alarm system	Supplies and commodities	bundle	10	3,300	33,000	33,000	33,000	33,000	-	-	-	-	0	33,000	-
		Procurement & Installation Electric system	Supplies and commodities	bundle	10	1,600	16,000	16,000	16,000	16,000	-	-	-	-	0	16,000	-
		Procurement & Installation Power backup	Supplies and commodities	piece	10	3,200	32,000	32,000	32,000	30,675	-	-	-	-	0	30,675	-
		<b>Total Activity 2.2</b>					697,580	874,908	909,919	905,416	-	9,326	34,606	27,981	905,416	-	
		<b>Total Output 2</b>					729,080	929,419	929,419	924,916	-	22,301	41,948	27,981	924,916	-	
		Output 1.3: Increased awareness of danger and role of owner of SALW	Activity 3.1 – Awareness campaign about the dangers of illegal possession, misuse and trafficking of SALW	National Survey	Contractual services	lump	1	2,500	2,500	3,420	3,420	3,420	-	-	-	3,420	-
Desk review	Contractual services			lump	1	28,500	28,500	9,152	9,152	9,152	-	9,152	-	-	9,152	-	
Contract National Survey	Contractual services			lump	1	28,500	28,500	9,152	9,152	9,152	-	9,152	-	-	9,152	-	
Public Awareness Activities	Capacity building for local police officers		Contractual services	events	12	500	6,000	6,000	6,000	5,999	-	-	-	5,316	5,999	-	
	Capacity building for high school students		Contractual services	events	12	2,500	30,000	30,000	30,000	30,000	-	-	-	5,316	13,632	30,000	-
	Capacity building for firearms owners		Contractual services	events	6	500	3,000	3,000	3,000	3,000	-	-	-	-	-	3,000	-
	Radio & TV spots		Contractual services	piece	5	3,000	15,000	15,000	15,000	15,000	-	-	-	-	-	15,000	-
	Printed materials		Contractual services	lump	1	5,000	5,000	5,000	5,000	5,000	-	-	-	-	-	5,000	-
	<b>Total Activity 3.1</b>						90,000	71,571	71,571	71,570	3,420	9,152	10,631	13,632	71,570	-	
	<b>Total Output 3</b>						90,000	71,571	71,571	71,570	3,420	9,152	10,631	13,632	71,570	-	
<b>Total Outcome 1</b>					1,288,780	1,354,658	1,344,997	1,339,889	8,136	82,061	33,731	41,613	1,339,889	-			
Project Management	Human Resources	Project Manager (Y1: 100%, 1 month; Y2: 100%, 12 months; Y3: 100%, 10 months)	Staff and other personnel costs	months	23	2,200	50,600	46,325	54,542	47,531	7,174	25,680	14,678	47,531	-		
		CO Policy & Impl. Support (direct costs)	Staff and other personnel costs	lump	1	30,000	30,000	30,000	30,742	41,392	10,445	18,051	12,897	0	41,392	-	
		Finance/Admin Assistant (Y1: 0 month; Y2: 100%, 8 months; Y3: 100%, 10 months)	Staff and other personnel costs	months	18	1,500	27,000	25,915	27,127	22,849	-	16,553	6,296	0	22,849	-	
		<b>Total Human Resources</b>					107,600	102,150	112,412	111,772	17,618	60,284	33,870	111,772	-		
		Travel	Travel costs local	Travel	days	250	50	12,500	12,368	12,368	12,368	-	536	2,000	3,316	12,368	-
			Per diems local	Travel	per diem	500	50	25,000	7,782	7,782	7,784	-	1,936	3,000	218	7,784	-
			Travel costs international (air/land)	Travel	people	25	400	10,000	3,000	3,000	3,000	-	-	652	-	3,000	-
			Per diems international	Travel	per diem	75	220	16,500	5,000	5,000	5,000	-	-	1,335	148	5,000	-
			<b>Total Travel</b>					64,000	28,150	28,150	28,152	-	2,472	6,987	3,682	28,152	-
		Office Running Costs	Office equipment (IT)	Equipment vehicle furniture	lump	1	4,000	4,000	1,125	1,125	1,125	1,125	-	-	-	1,125	-
	Office furniture		Equipment vehicle furniture	lump	1	5,000	5,000	3,349	3,349	3,349	-	-	-	-	3,349	-	
	Office rent		General Operating and Other Direct Costs	months	23	700	15,400	8,187	8,187	11,869	-	5,387	6,482	-	11,869	-	
	Consumables - office supplies		General Operating and Other Direct Costs	months	23	200	4,600	2,127	2,127	118	-	310	1,090	-	2,127	-	
	Other services (tel/fax, electricity/heating, maintenance)		General Operating and Other Direct Costs	months	23	200	4,600	17,582	17,582	18,689	1,034	5,067	7,542	729	18,689	-	
	<b>Total Office Running Costs</b>						38,600	32,871	32,871	37,139	5,626	10,794	15,114	729	37,139	-	
	Visibility and Other Services		Expenditure verification/Audit	General Operating and Other Direct Costs	lump	1	8,000	8,000	8,000	8,000	8,000	-	-	-	-	8,000	-
			Evaluation costs	General Operating and Other Direct Costs	lump	1	8,000	8,000	8,000	8,000	8,000	-	-	-	-	8,000	-
			Translation, interpreters	Contractual services	lump	1	20,000	2,992	2,992	2,992	2,992	770	52	-	1,208	2,992	-
			Financial services (bank guarantee costs etc.)	General Operating and Other Direct Costs	months	23	500	11,500	2,509	2,509	2,509	-	529	-	-	2,509	-
		<b>Total Visibility and Other Services</b>					49,100	32,471	32,471	37,139	5,626	10,794	15,114	729	37,139	-	
Handover ceremonies for infrastructure	Handover of IT equipment for arms registration	Contractual services	event	10	300	3,000	5,000	5,000	5,000	-	-	-	-	5,000	-		
	Handover of IT equipment for arms registration	Contractual services	event	1	150	150	300	300	300	-	-	-	-	300	-		
	Inauguration ceremony for the digital card system	Contractual services	event	1	1,000	1,000	1,500	1,500	1,500	-	-	-	-	1,500	-		
	Concluding event of the project	Contractual services	event	1	2,000	2,000	2,000	2,000	2,000	-	-	-	-	2,000	-		
	Promotion materials	Contractual services	lump	1	5,000	5,000	5,000	5,000	5,357	-	429	95	1,594	5,357	-		
	<b>Total Handover ceremonies for infrastructure</b>					58,650	35,300	35,300	35,657	770	490	624	2,802	35,657	-		
	<b>Total PM</b>					263,850	197,872	206,233	212,741	24,014	74,010	54,936	7,212	212,741	-		
	NI costs of activities & PM						1,552,430	1,552,430	1,552,430	1,552,430	32,150	156,071	99,319	48,821	1,552,430	-	
	GMS 7%						108,684	108,684	108,684	108,684	2,250	10,942	28,342	3,438	108,684	0	
	TOTAL Budget (GMS included)						1,661,114	1,661,114	1,661,114	1,661,114	34,400	167,013	418,668	52,263	1,661,114	0	

## 13. Annex 2 – Project budget by UNDG categories

Western Balkans SALW Control Roadmap MPTF							
Project: Strengthening control, administration and social attitudes towards SALW							
Summary	Original Budget	Revision#1 Budget (Approved)	Revision#2 Budget (Requested no-cost extension)	Revision#3 Budget (Requested no-cost extension)	Revision#4 Budget (Requested no-cost extension)	Variation (\$US)	Variation (%)
1. Staff and other personnel costs	107,600	102,150	112,412	111,772	111,772	-	0%
2. Supplies, Commodities, Materials	1,082,400	1,158,401	1,183,362	1,171,035	1,171,035	-	0%
3. Equipment, Vehicles and Furniture including Depreciation	9,000	4,474	4,474	4,474	4,474	-	0%
4. Contractual Services	237,530	213,049	177,826	186,002	186,002	-	0%
5. Travel	64,000	28,150	28,150	28,152	28,152	-	0%
6. Transfers and Grants to Counterparts	-	-	-	-	-	-	0%
7. General Operating and Other Direct Cost	52,100	46,406	46,406	51,194	51,194	-	0%
<b>Total Direct Costs</b>	<b>1,552,630</b>	<b>1,552,630</b>	<b>1,552,630</b>	<b>1,552,630</b>	<b>1,552,630</b>	-	0%
Indirect Support Costs (7%)	108,684	108,684	108,684	108,684	108,684	-	0%
<b>Grand Total</b>	<b>1,661,314</b>	<b>1,661,314</b>	<b>1,661,314</b>	<b>1,661,314</b>	<b>1,661,314</b>	-	0%



## 14. Annex 3 – Project Results Framework

Result	Indicators	Baseline	Target	Means of verification
<b>Outcome 1: Strengthening control, administration and social attitudes towards SALW</b>				
<b>OUTPUT 1: Improved weapons registration in accordance with EU Directive on firearms and national legislation</b>	1..1.1 Percentage rate of registration of firearms category “C”	1.1.1 Registration rate at 55% as of April 2020; 70% as of October 2022	1.1.1 Registration rate at least 95%	ASP data Project reports
	1.2.1 Number of legal gun owners provided with digital card authorization for gun possession	1.2.1 Not in place	1.2.1 At least 80,000 gun-owners equipped with digital cards during the project life	ASP data Project reports
<b>OUTPUT 2: Improved Albanian State Police weapons storage management</b>	1.2.1 Percentage of rehabilitated and standard compliant ASP arms & ammunition storages vs total	1.2.1 As of October 2022, only 48% of ASP storages are rehabilitated and standard compliant	1.2.1 62% of ASP storages are rehabilitated, furbished and standard compliant	ASP data Project reports Number of arms and storages rehabilitated
<b>OUTPUT 3: Increased awareness of dangers and risks of misuse of SALW</b>	1.3.1 Number community participants in structured awareness raising activities on dangers of illegal possession and misuse of SALW	1.3.1 No data/none	1.3.1 At least 2,000 participants	ASP data Project reports Records of awareness events and participants’ lists
	1.3.2 Number of police directorates/units involved in awareness raising activities	1.3.2 No data/none	1.3.2 At least 20	Idem
	1.3.3 Number of sessions disseminating curricula on dangers of illegal possession, misuse and trafficking of arms	1.3.3 Draft curricula developed by the Swedish Community Policing Programme	1.3.3 At least 12 sessions targeting high school students, women and girls, youth, gun owners	Curricula updated Project reports
	1.3.4 Number national surveys on society perceptions on illegal possession and misuse of firearms and solutions to address its causes	1.3.4 Surveys conducted by SEESAC in Albania in 2016 and 2017	1.3.4 One fresh national survey by 2022	Survey report

## 15. Annex 4 – Project Risk Matrix

#	Description	Category	Impact & Likelihood	Risk Treatment/ Management measures	Risk Owner	Current status [April 2024]
1	Changes in political authorities in the involved government agencies that may slow down the development of activities	Political	[2020] Political situation remains heated, although in a frozen state because of COVID pandemic Political adversaries are compromising for general elections of 2021; however, the aftermath of the pandemic restrictions might fuel frictions and changes. P=2, I=4	The priorities to be addressed by the Project are technical and in line with a steady priority for Albania to fight against crime and corruption and the strengthening of the rule of law.  The objectives are in line with international commitments, and this represents a certainty for continuity.	UNDP/PM	The political situation is currently stable and monitored closely.  Update: The political situation is stable
2	Lack of national government ownership for effective results	Strategic Political	[2020] Can cause delays in implementing activities, damage the sustainability of the project and ownership of results. P=2, I=3	National governments directly engaged in the design of the project document.  Project management arrangements place high level representatives from national government at the highest project management level.  Promoting and widely sharing good results and practices.  Maintenance of high-quality communication and information with all stakeholders throughout the implementation.	UNDP/PM	Proposed project interventions reflect immediate priorities conveyed by the ASP. The authorities take part in decision-making and project adjustments are closely coordinated with national stakeholders, to ensure continued ownership.  Update: Some prolonged bureaucratic / administrative processes caused delays that the project needs to recover from as best as possible.

#	Description	Category	Impact & Likelihood	Risk Treatment/ Management measures	Risk Owner	Current status [April 2024]
3	Lack of institutional and technical capacities at central level to coordinate project implementation	Strategic Organizational Operational	[2020] National counterpart capacity constraints could adversely affect the ability to effectively and timely coordinate and implement reforms P=3, I=4	Support for complementary capacities to the AISP through IT expertise.  Project Steering Committee alerted on time on capacity shortages.  Work with most active segments of the Albanian State Police and AISP to build demand and pressure for change.	UNDP/PM	The counterparts remained committed to project interventions and coordination with relevant stakeholders.  Update: No change.
4	Institutional rigidity and resistance to inter-institutional collaboration	Political Operational	[2020] Implementation will be delayed or stalled with respect to the delivery of some of the project outputs. This might have a higher impact as some of the activities are interconnected. P=3, I=3	The Mol institutional leverage will be put in use when and if needed.  The project has created space for inviting relevant institutions as members of the PSC if it is deemed necessary.	Mol	There is a certain lack of communication between different departments of the ASP, mitigated so far through leveraging the Mol role. Thus far, the risk materialized in terms of delays in responses, which will be addressed through non-cost extension of the project's duration.  Update: Some other delays occurred during 2023 about the reconfirmation of priorities or some technical specifications. These issues are currently solved, but their effect must be addressed.
5	Gender perspectives are not taken into consideration by stakeholders	Strategic	There is still low awareness on gender mainstreaming and inclusiveness when shaping operations, services and policies. This	The project has a strong focus on gender mainstreaming. Interventions will be designed at the outset with a gender perspective.	UNDP/PM	Factored into project design and implementation. To be monitored closely  Update: No change.

#	Description	Category	Impact & Likelihood	Risk Treatment/ Management measures	Risk Owner	Current status [April 2024]
			will continue to result in inefficient, non-inclusive and inadequate solutions P=3, I=3	Data collection and analysis will be sex disaggregated.  Project capacity building activities and its overall support will include the gender perspective and will be developed through paying attention to gather the views of women and men.		
6	Adequate technical and operational resources mobilized for a timely implementation of activities	Operational	If implementation arrangements and timely commitment of resources from both Government and project experience delays, project implementation and delivery will suffer and be compromised and some momentum may be lost. P=4, I=4	Government clarity of sequence of action and avoidance of last-minute decisions – Project should contribute to this planning.  Partners consulted in time for identifying key resources.  Provision of sufficient lead-time in the procurement plan.	UNDP/PM	The authorities adjusted the initial plan for the Weapons storage upgrades, which affected the project intervention. This is causing delays in the implementation process. The project is adjusting the plan along with the non-cost extension, in close coordination with authorities and SEESAC. Furthermore, for the infrastructural work, there is increased probability of risks in terms of engaging adequate and qualified workforce, slow construction progress, as well as reprioritisation of work elsewhere by the authorities. Recent cyber-attack affected the technical capabilities to properly assess the needs for upgrade of the SIMA system. To be monitored closely  Update: some of these risks materialized.

#	Description	Category	Impact & Likelihood	Risk Treatment/ Management measures	Risk Owner	Current status [April 2024]
						<p>SIMA system improvement was being rethought by the ASP.</p> <p>The project is also employing various measures to mitigate delays in works:</p> <p>1 – combine similar procurement processes for the reconstruction of ten storages (this project) and 3 storages (the interim project)</p> <p>2 – Combine works and equipment provision in one tender package</p> <p>3 - Seek ASP approval at every progress stage for avoiding ambiguities</p> <p>All the above requires a constant effort to minimize and counter delays that are incremental after each process. A last short extension is thought to be sufficient to address this.</p>
7	COVID related uncertainties and restrictions for normal work	Organizational	<p>There might be residual constraints or potential deterioration of situation due to the dynamics of COVID pandemic that might impact business continuity, plan M&amp;E activities and restrict movement.</p> <p>P=4, I=3</p>	<p>The project will be in high alert and agile in regularly screening, managing, and reporting risks and seek informed decision-making that adapts to the situation.</p> <p>The use of remote methods possible, protective equipment, maintaining social distancing, and other measures recommended by WHO and national authorities will be strictly followed in any case.</p> <p>Such safeguards will also be conveyed to all partners, third parties, and contractors.</p>	UNDP/PM	<p>The current COVID pandemic-related situation is currently stable, and restrictions are removed.</p> <p>Update: No change</p>



#	Description	Category	Impact & Likelihood	Risk Treatment/ Management measures	Risk Owner	Current status [April 2024]
8	Local communities are not sufficiently encouraged by direct benefits and thus reluctant to adopt behavioral changes needed to achieve goals in the long-term	Social	Lack of cooperation or community response would compromise project results and call for better understanding root causes and approaches to make communities buy in and align. P=2, I=3	<p>The project dedicates a component for awareness raising and outreach, in close coordination with national and local police structures and supported by civil society organizations.</p> <p>Some of proposed Project activities refer to existing practices to be promoted with some modifications to increase their efficiency and effectiveness, thus increasing the likelihood of support for adoption.</p>	UNDP/PM	<p>Awareness on dangers of weapons is not structured and with a full coverage. The solution will be in the focus of the project intervention. The project's national survey provided comprehensive insight into citizens' perceptions, which will feed into the project's intervention.</p> <p>Update: Ongoing activities</p>
9	Potential escalating security environment manifested in social dissatisfaction, political tensions and/or increase in crime in the aftermath of pandemic lockdown	Social Political	Such manifestations of social behaviour will be problematic for a normal pace of implementation and impact especially field work P=2, I=3	<p>The situation will be monitored closely, and risks should be regularly screened and escalated. Activities that involve close engagement with communities need to have clear procedures and safeguards in place.</p> <p>If adequate safeguards are not or cannot be put in place, then such activities will be suspended until safety is ensured.</p>	UNDP/PM	<p>Currently not a concern.</p> <p>Update: No change</p>

## 16. Annex 5 – Project Multi-Year Work Plan

	Activities	Sub-activities	2021												2022												2023												2024						
			Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June													
	Outcome 1: Strengthening control, administration and social attitudes towards SALW	Output 1.1: Improved weapons registration in accordance with EU Directive on firearms and national legislation																																											
Activity 1.1. Support the advancement and eventual completion of firearms re-registration process		Local IT Expert																																											
		PCs																																											
		Laptops																																											
		All-in-one printers																																											
Activity 1.2. Support the development of digitalized system and the production of firearms owners' digital cards		Local IT Expert																																											
		Equipment (printer, cards, writers, etc.)																																											
		Installation, testing, integration																																											
		Maintenance (every 10,000 prints)																																											
		Training of operators																																											
Output 1.2: Improved Albanian State Police weapons storage management																																													
Activity 2.1 – Conduct the reconstruction technical design,		Local Civil Engineer (10 days/month)																																											
		Contract Technical Design																																											
Activity 2.2 – Conduct the reconstruction and refurbishment of selected interventions of Arms & Ammunition storage facilities		Local Civil Engineer (10 days/month)																																											
		Contract Civil Works																																											
		Contract Supervision Works																																											
		Contract Testing & Commission																																											
	Contract Procurement Equipment & Furniture																																												
Output 1.3: Increased awareness of dangers and risks of misuse of SALW																																													
Activity 3.1 – Awareness campaign about the dangers of illegal possession, misuse and trafficking of SALW	Desk review																																												
	Contract National survey																																												
	CB for local police officers																																												
	CB for high school students																																												
	CB for for gun owners and dealers																																												