SECTION 1: POINTS OF CONTACT

**National Coordination Agency**

1. Has your country established a National Coordination Agency or other body responsible for policy guidance, research and monitoring of efforts to prevent, combat and eradicate the illicit trade in SALW in all its aspects?
   - Yes
   - **Name of agency**: Burundi Permanent National Commission for the fight against the proliferation of small arms and light weapons (CNAP)
   - **Address**: Bujumbura
   - **Contact details**
     - **Contact person**: NDABANEZE ZENON
     - **Telephone number(s)**: +257 77 969 881, +257 78 969 881
     - **Fax number**: +257 22 25 58 43
     - **Email**:iphyndaba@yahoo.fr

2. Does your country have a National Point of Contact designated to act as a liaison on matters relating to the implementation of the UN Programme of Action on Small Arms (PoA)?
   - Yes
   - **Details**
     - **Name**: NDABANEZE ZENON
     - **Organization or agency**: Burundi Permanent National Commission for the fight against the proliferation of small arms and light weapons (CNAP)
     - **Address**: Bujumbura
     - **Telephone number(s)**: +257 77 969 881, +257 78 969 881
     - **Fax number**: +257 22 25 58 43
     - **Email**:iphyndaba@yahoo.fr

   **International Tracing Instrument (ITI)**

   2.2 Is the National Point of Contact identified above also responsible for exchanging information and liaising on matters relating to the International Tracing Instrument (ITI)?
   - Yes

**SECTION 2: MANUFACTURE**

3. Is the National Point of Contact identified above in either Q. 2 or 2.3 also responsible for exchanging information and liaising on matters relating to brokering in SALW?
   - Yes

**SECTION 3: INTERNATIONAL TRANSFERS**

**Laws, regulations and administrative procedures**

4. Are there any SALW manufactured in your country?
   - No

5. Does your country wish to request assistance in developing laws, regulations and/or administrative procedures regarding SALW manufacture?
   - No

6. Does your country have laws, regulations or administrative procedures to exercise effective control over the export, import, transit or retransfer of SALW?
   - Yes

6.1. List laws, regulations or administrative procedures to exercise effective control over the export, import, transit or retransfer of SALW.

   **Law 1/14 of 28 August 2009 governing SALW in Burundi**
PoA II.11

6.2. Does a person or an entity who transfers SALW require a licence or other form of authorisation to transfer SALW from/into your country?  
Yes

6.3. Is it a criminal offence to trade SALW without a licence or authorisation, or to do so in a manner that is in contradiction to the terms of a licence or authorisation, in your country?  
Yes

6.4. Name the relevant international commitments that your Government applies or considers when assessing an application for export authorisation.

Our country does not export

6.5. What kind of documentation does your country require prior to authorising an export of SALW to another country?

a) An end-user certificate (EUC) from the importing country  
--- Select ---

b) Other types of end-user documentation  
Customs regulations of the law 1/14 of 28 August 2009 governing SALW in Burundi include certification of the intended end user of any small arms or ammunition transfer, and/or a written declaration of its intended end-user

6.6. When exporting, does your country places any restriction on re-export of SALW?  
No

6.7. Does your country verify or seek to authenticate EUCs or other types of end-user documentation provided?  
No

6.8. Does your country have measures in place aimed at preventing the forgery and misuse of EUCs or other types of end-user documentation?  
No

6.9. Does your country permit the export of SALW without a licence or under simplified procedure under certain circumstances?  
No

Post-delivery controls

6.10. When exporting, does your country require a Delivery Verification Certificate (DVC) to confirm that SALW have reached their intended end-user or intended importer in the importing State?  
No

6.11. After exporting, does your country verify or seek to authenticate DVCs provided?  
No

6.12. When importing, does your country grant the right to the exporting State to conduct a physical check at the point of delivery?  
Yes

Sources

Marking at import

ITI 8b

6.13. Does your country require that SALW imported into your country be marked at the time of import?  
Yes

6.13.1. Who is required to mark the SALW?  
The Permanent National Commission for the fight against the proliferation of SALW which is under the Ministry for Public and Security

6.13.2. What information is included in the marking on import (check relevant boxes)?

a) Country of import  
✓

b) Year of import  

✓

✓

c) Other  

6.13.3. Are there exceptions to the requirement to mark imported SALW?  
No

6.13.4. If marked SALW imported into your country do not bear a unique marking when they arrive, does your country require that they be given such a marking?  
Yes

6.13.4.1 Details:

Record Keeping

PoA II.9; ITI 12

6.14. Does your country require that exporters and importers of SALW keep records of their activities?  
Yes

6.14.1. What information must be recorded (check relevant boxes)?

a) Quantity of SALW traded  
✓

b) Type or model of SALW traded  
✓

c) Markings appearing on transferred SALW  
✓

d) Transactions

i) Identity of buyer/seller  
✓

ii) Country SALW are to be delivered to or purchased from

iii) Date of delivery  
✓

e) Other  
✓
### 6.14.2. How long must records of transfers be kept?

<table>
<thead>
<tr>
<th>Sources</th>
<th>Actions taken during the reporting period</th>
</tr>
</thead>
<tbody>
<tr>
<td>PoA II.6</td>
<td>6.15. During the reporting period, was action taken against groups or individuals engaged in transferring SALW illegally (e.g. prosecution)?</td>
</tr>
</tbody>
</table>

### INTERNATIONAL ASSISTANCE

<table>
<thead>
<tr>
<th>Sources</th>
<th>Laws, regulations and administrative procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td>PoA III.6</td>
<td>7. Does your country wish to request assistance in developing laws, regulations or administrative procedures to exercise effective control over the export, import, transit or retransfer of SALW?</td>
</tr>
</tbody>
</table>

#### 7.1. What kind of assistance do you require?
- Financial support

#### 7.2. Has your country developed a project proposal for assistance?
- Yes

### SECTION 4: BROKERING

<table>
<thead>
<tr>
<th>Sources</th>
<th>Laws, regulations and administrative procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td>PoA II.14</td>
<td>8. Does your country have laws, regulations and/or administrative procedures governing brokering of SALW?</td>
</tr>
</tbody>
</table>

#### 8.1. List laws and/or administrative procedures regulating SALW brokering in your country.
Activities of arms brokers and transfer intermediaries are specifically regulated by the law 1/14 of 28 August 2009 in his article 22

#### 8.2. Does your country require registration of SALW brokers?
- Yes

#### 8.3. Does your country require a licence, permit or other authorisation for each brokering transaction?

| 8.3.1. Are such applications for a licence, permit or other authorisation considered for approval on a case-by-case basis? | Yes |
| 8.3.2. Are there exceptions to the requirement to hold a licence or authorisation for a brokering transaction? | Yes |
| 8.3.2.1. Details (e.g. if the transaction is on behalf of the police or armed forces or other government officials) | Yes |
| 8.3.3. What are the criteria for granting a licence, permit or other authorisation? | Yes |

Reference article 11 of the law 1/14 of 28 August 2009 governing SALW in Burundi - applicant is required to prove genuine reason to possess firearm (personal safety, practice of sports shooting or hunting, etc) - a minimum age of 25 years - the applicant must pass background checks which consider criminal, mental, health and domestic violence, etc

#### 8.4. Does your country have measures to validate the authenticity of documentation submitted by the broker?
- No

#### 8.5. Is it a criminal offence in your country to engage in a SALW brokering transaction without a licence or authorisation, or to do so in a manner that is in contradiction to the terms of a licence or authorisation?
- Yes

#### 8.6. Does your country allow for sharing with other States such information as the disbarment of brokers and revocation of registration?
- Yes

#### 8.7. Does your country regulate activities that are closely associated with the brokering of SALW?

<table>
<thead>
<tr>
<th>8.7.1. If so which of the following activities are regulated when undertaken in connection with the brokering of SALW (check relevant boxes)?</th>
</tr>
</thead>
<tbody>
<tr>
<td>a) Acting as dealers or agents</td>
</tr>
<tr>
<td>b) Providing technical assistance</td>
</tr>
<tr>
<td>c) Training</td>
</tr>
<tr>
<td>d) Transport</td>
</tr>
<tr>
<td>e) Freight forwarding</td>
</tr>
<tr>
<td>f) Storage</td>
</tr>
<tr>
<td>g) Finance</td>
</tr>
<tr>
<td>h) Insurance</td>
</tr>
<tr>
<td>i) Maintenance</td>
</tr>
<tr>
<td>j) Security</td>
</tr>
<tr>
<td>k) Other services</td>
</tr>
</tbody>
</table>
8.8 What penalties or sanctions does your country impose for illegal brokering activities?
Prison: from 2 to 10 years Fine: from ₴100,000 to ₴5,000,000

8.9 During the reporting period, was action taken against groups or individuals engaged in illegal brokering (e.g. prosecution)?
No

9. Does your country wish to request assistance in developing laws, regulations or administrative procedures to regulate SALW brokering?
Yes

9.1. What kind of assistance do you require?
Financial support

9.2. Has your country developed a project proposal for assistance?
Yes

SECTION 5: STOCKPILE MANAGEMENT

10. Does your country have standards and procedures relating to the management and security of SALW held by the armed forces, police or any other entity authorised to hold SALW?
Yes

10.1. If so, which of the following provisions are included in these standards and procedures (check relevant boxes)?

- a) Appropriate locations for stockpiles ✓
- b) Physical security measures ✓
- c) Control of access to stocks ✓
- d) Inventory management and accounting control
- e) Staff training ✓
- f) Security, accounting and control of SALW held or transported by operational units or authorised personnel ✓
- g) Procedures and sanctions in the event of theft or loss ✓
- h) Other

10.2. Are there systems in place to conduct reviews of SALW stocks held by armed forces, police and other authorised entities to identify surplus or obsolete SALW?
Yes

10.3. How often/frequently are these reviews conducted?
Regularly

10.4. When stocks are identified as surplus, what actions does your country take with regard to the surplus (check relevant boxes)?

- a) Officially declare as surplus
- b) Take out of service ✓
- c) Record by type, lot, batch, and serial number
- d) Store separately
- e) Other

10.5. In disposing of the surplus stocks, which of the following methods may be used (check relevant boxes)?

- a) Destruction ✓
- b) Sale to another State
c) Donation to another State

d) Transfer to another state agency

e) Sale to civilians

f) Sale or transfer to legal entities (e.g. museums, private security companies, etc.)
g) Other

10.5.1. If (a) Destruction is checked for Q.10.5, which of the following methods are used (check relevant boxes)?

i) Burning or melting

ii) Open-pit detonation

iii) Cutting/shredding

iv) Bending/crushing

v) Dumping at sea

vi) Burial on land

vii) Other

10.6. During the reporting period, has your country destroyed surplus stocks? Yes

10.6.1. How many SALW were destroyed? Include details on destruction. 139 grenades, 9 bombs and 1 mine

10.6.2. Were any of these destruction activities carried out in public? No

10.6.3. Any further comments regarding destruction? Destruction activities are undertaken in a destruction site called Mudubugu located in Bubanza province (for explosives) and destruction of guns at the Logistics Brigade (Burundi National Defense Force) located in Bujumbura

11. Does your country wish to request assistance in developing standards and procedures on stockpile management? Yes

11.1. What kind of assistance do you require? Financial support Capacity-building

11.2. Has your country developed a project proposal for assistance? Yes

12. Does your country wish to request assistance in developing capacity for the destruction of weapons? Yes

12.1. What kind of assistance do you require? Training and financial support

12.2. Has your country developed a project proposal for assistance? Yes

SECTION 6: CONFISCATION, SEIZURE & COLLECTION

13. During the reporting period, has your country found, seized or confiscated any SALW under its jurisdiction? Yes

13.1. How many SALW were found, seized or confiscated? All SALW found, seized or confiscated are under the control of the Burundi National Police

13.2. What action was taken with respect to the SALW found, seize or confiscated (check relevant boxes)?

a) Stored securely pending further action

b) Marked

c) Registered or recorded

d) Destroyed

e) Other

14. During the reporting period, did your country collect any SALW? Yes
14.1. What was the nature of the collection exercise?

- a) Buyback programme for civilian-held SALW
- b) Weapons amnesty for civilian-held SALW
- c) Disarmament, Demobilization & Reintegration (DDR)
- d) Weapons for Development (WfD) programme

14.2. How many SALW were collected?

The CNAP collected from January to December 2013 a total of 77 assault rifles, 16 pistols, 1 mine, 244 bombs (of different categories), 287 dynamites, 709 grenades, 217 magazines, 3,046 cartridges (which include arms voluntary surrendered, seizures of the police, weapons found in nature).

14.3. What action was taken with respect to the SALW collected (check relevant boxes)?

- a) Stored securely pending further action
- b) Marked
- c) Registered or recorded
- d) Destroyed
- e) Other

15. How many of the SALW found, seized, confiscated or collected, as reported in Questions 13.1 and 14.2 were destroyed?

139 grenades, 9 bombs (of different categories) and 1 mine.

16. Does your country wish to request assistance in building capacity for confiscation and seizure of the illicit SALW?

Yes

16.1. What kind of assistance do you require?

Financial support, Capacity-building

16.2. Has your country developed a project proposal for assistance?

Yes

SECTION 7: MARKING AND RECORD KEEPING

17. Does your country enforce measures to prevent the manufacture, stockpiling, transfer and possession of any unmarked or inadequately marked SALW?

Yes

17.1. Details

Law 1/14 of 28th August 2009

18. Does your country take measures to ensure that all SALW in the possession of government armed and security forces for their own use are duly marked?

Yes

18.1. Describe the markings that are applied to government-held stocks.

- specific code of the country - year of manufacture - serial number

18.2. When government stocks are transferred to civilians or private companies in your territory, are such stocks marked to indicate that your government transferred the stocks?

--- Select ---

19. Does your country encourage manufacturers of SALW to develop measures against the removal or alteration of markings?

Yes

19.1 Details

20. Does your country have standards and procedures related to keeping of records for all marked SALW in its territory?

Yes

20.1. What records relating to SALW are kept by the State (e.g. manufacturing, brokering, import and export licences granted, sales to other States, SALW held by State agencies such as the armed forces etc)?

SALW held by the police, army, intelligence service are kept with following records: - Country of origin - Year of the manufacture - Serial number - Name of the user/owner - Import and export licences

20.2. How long does the government keep such records?

10 years

20.3. In the event that they go out of business, are companies engaged in SALW activities (e.g. manufacturing,
importing, exporting etc) required to submit all records held by them to the government?

Yes

PoA III.6, ITI 27

21. Does your country wish to request assistance in building capacity for record-keeping?

Yes

21.1. What kind of assistance do you require?
Financial support
Capacity-building

21.2. Has your country developed a project proposal for assistance?

Yes

21.3. What kind of assistance do you require?

Financial support
Capacity-building

SECTION 8: INTERNATIONAL TRACING

Sources Laws, regulations and administrative procedures

PoA II.10; ITI 14, 24

22. Does your country have procedures in place to trace SALW?

Yes

Sources Tracing requests

22.1. Has your country ever issued an international tracing request regarding SALW?

No

ITI 25; 31a

22.2. Which government agency is responsible for making a tracing request to another country?
Interpol Burundi

ITI 17

22.3. What information does the designated agency include in a tracing request? (check relevant boxes)

a) Circumstances under which the SALW was found
b) Reasons why the SALW is considered to be illegal or illicit
c) The intended use of the information being sought
d) Any markings on the SALW
e) Type/calibre of SALW
f) Other

ITI 15

22.4. When receiving information related to SALW as a result of your country’s tracing request, does your country have procedures in place to ensure that all restrictions placed on its use are respected, and the confidentiality of such information is guaranteed?

Yes

Sources Responses for tracing requests

22.5. Which government agency is responsible for responding to a tracing request from another country?
Interpol Burundi

22.6. During the reporting period, how many tracing requests did your country receive?

No one

ITI 22

22.7. During the reporting period, did your country delay, restrict or refuse tracing requests?

Delayed
Restricted
Refused

Sources Cooperation with INTERPOL

PoA II.37; ITI 33

23. During the reporting period, has your country cooperated on the issue of tracing SALW with the International Criminal Police Organization (INTERPOL)?

Yes

23.1. If so, in which areas?

a) Facilitation of tracing operations conducted within the framework of the ITI.
b) Investigations to identify and trace illicit SALW.
c) Building national capacity to initiate and respond to tracing requests.
23.2. Does your country use the INTERPOL’s Firearms Tracing System (formerly known as IWeTS) for tracing SALW?  
Yes

24. Does your country wish to request assistance in developing procedures to trace SALW?  
Yes

24.1. What kind of assistance do you require?  
Financial support Capacity-building

24.2. Has your country developed a project proposal for assistance?  
Yes

25. Has your country considered providing assistance to examine technologies to improve the tracing and detection of illicit SALW?  
Yes

25.1. Details  
Burundi Government through CNAP has developed a SALW database

SECTION 9: INTERNATIONAL COOPERATION & ASSISTANCE

26. During the reporting period, in addition to the assistance requested/received mentioned in the Sections 2-8 above, has your country requested / received / provided assistance to implement the PoA and ITI?  
Yes

26.1 If so, in what areas (check relevant boxes)?

a. Establishing/designating National Coordination Agency/National Point of Contact  
--- Select ---

b. Disarmament, demobilization and reintegration (DDR)  
Requested

  a) Nature of the assistance:  
    i) financial  
    Requested
    ii) technical  
    Requested

b) Amount of assistance provided/received (if financial):  
On the total of 810 000 USD only 170 000 USD have been provided

c) Description of the assistance activity:  
Second civilian disarmament campaign

d) Duration of the assistance provided/received:  
2 years

e) State(s) or organization(s) that provided/received the assistance:  
UNDP

c. Capacity-building and training on SALW issues

d. Law enforcement

e. Customs and borders

f. Action-oriented research

g. Children/youth

h. Awareness-raising

i. Organized crime, drug trafficking and terrorism

j. Other  
--- Select ---

Any further comments on PoA and ITI, including implementation challenges and opportunities?  
Burundi has adopted its National Action Plan (2011-2015) for the control, management of SALW and civilian disarmament on April 4th, 2011. The Burundi NAP has been officially launched by His Excellency the first Deputy of the Republic of Burundi Therence SINUNGURUZA on September 23rd, 2011 at King’s Conference Centre. From May 31st, 2010, the Burundi Permanent National Commission for the fight against the proliferation of SALW (CNAP) started the process of marking all state-owned arms of the Police, Army, Intelligence Service, and for civilians. In total, until December 2013 a total of 99% of arms of the Burundi National Police have been marked. Some arms of other units (small part of the police, army, intelligence service, civilian) still to be marked. All SALW seized by the defence and security corps, obsolete or surrendered by the civilians have been destroyed at Mudubugu national site of destruction of explosive and at the Logistics Brigade of the army. There are some SALW remaining in stocks which need to be destroyed in order to reinforce the security of stocks. In terms of reinforcement of secure SALW control management, the following has been done: - From July 30th to 31st, under the supervision of a consultant hired by the RECSA, training of CNAP staff and Burundi National Police and Intelligence Service agents on the use of software (UBUNTU) on management of SALW, acquisition of software on management of weapons licenses. - Updates of the marking weapons Database of the Burundi National Police - Checking and correcting data armament reports of some logistics services of the Police via the marking Database - Continuation of the implementation of the interconnection of computer network on SALW management and verification of connections made via routers of the Army - In collaboration with managers in the IT sector of...
The Ministry of Public Security, under the supervision of a consultant hired by the Program Management Unit / Development Security Sector (DG/DSS), a study document feasibility for the rehabilitation, development and coordination of databases of the Ministry of Public and security has been set up. In terms of civilian disarmament process, the following has been done:

- From January 2013, production of a sensitization guide and preparation of a communication plan that highlight activities to be done around the second national campaign to disarm civilian population.
- From 4 to 5 March 2013: Organization of a regional seminar of international law enforcement for the ECCAS region on the problem of the illicit proliferation of small arms and small arms agencies.
- May 28th: Official launch by His Excellency the First Vice President of the Republic of preparatory workshops for the second national awareness campaign for voluntary civilian disarmament of the population. From 30th May to 19 July 2013: organizing workshops to mobilize all actors to be involved in the second national disarmament campaign.
- On July 29th 2013, sensitization workshop for the ratification of the Kinshasa Convention.
- From 25th to 26th September 2013: sensitization workshop on the role and place of the woman leader in reducing armed violence in order to actively participate in the second phase of the disarmament of the civilian population. On November 11th, the official launch by His Excellency the President of the Republic of the second disarmament campaign for the civilian population, production and dissemination of communication tools to sensitize the population to surrender voluntarily their weapons (leaflets, press release, posters, radio and tv spots broadcasting, sms on mobile phones, etc).

From December 2nd to 6th 2013, training in 17 provinces of Burundi National Police agents including police chiefs, recorders and storekeepers of weapons on techniques of SALW collection and registration. In terms of the legal framework:

- Law No. 1/01 of 9th January 2013 amending Article 61 of Law No. 1/14 of the 28th August 2009 governing SALW Burundi was enacted by His Excellency the President Pierre NKURUNZIZA.
- Signature of Decree No. 100/263 of the 6th November 2013, exempting from criminal prosecution for illegal SALW holders.
- Popularization of the national law governing SALW Burundi translated into Kirundi (the local language). The communication department of the CNAP received from RECSA a digital camera and a camera through the project of the African Union / European Union on SALW "The Fight against Accumulation and Trafficking of Firearms in Africa".

From December 9th to 11th 2013: training of a CNAP agent on communication techniques.

Regarding the implementation of the Geneva Declaration on Armed Violence and Development:

- A workshop to validate the concept of the Burundi Observatory on armed violence was organized.
- The concept of the Observatory on armed violence was adopted.
- In December four officers have been selected and a training workshop for selected agents was organized.
- The terms of reference of the Observatory on armed violence were adopted.

Additional information may be uploaded/attached, if necessary:

SECTION 10: VIEWS AND INFORMATION TO BE SUBMITTED

27. In the 2012 Review Conference Outcome document on the International Instrument to Enable States to Trace, in a Timely and Reliable Manner, Illicit Small Arms and Light Weapons (International Tracing Instrument), States undertook to "provide further information in their national reports, and to request the Secretary-General to submit an initial report, drawing on views of States, on experiences on the following issues, for their consideration at relevant future meetings decided upon at this Conference" (A/CONF.192/2012/RCI4, Annex II, B. 3(g)).

   a) The implications of recent developments in small arms and light weapons manufacturing, technology and design for effective marking, record-keeping and tracing;

   b) Practical steps to ensure the continued and enhanced effectiveness of national marking, record-keeping and tracing systems in the light of such developments;

   c) Relevant practices in relation to international assistance and capacity-building, including ways to support the transfer, uptake and effective utilization of relevant tools and technologies.

Additional information may be uploaded/attached, if necessary:

28. Pursuant to paragraph 31 of the International Tracing Instrument, States will provide the Secretary-General with the following information, updating it when necessary:

   a) National marking practices related to marking used to indicate country of manufacture and/or country of import as applicable.

   Additional information such as images and illustrations may be uploaded/attached, if necessary:

Note: Relevant information might have been provided in questions 4.2.1, 4.2.2 and 18.1 in this report.