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**The Rt Hon Philip Hammond MP**  
Secretary of State for Foreign and Commonwealth Affairs  
Foreign and Commonwealth Office  
King Charles Street, London SW1A 2AN

5 August 2015

Dear Foreign Secretary,

We write as the UK Working Group on Arms, members and partners of the global non-governmental Control Arms Coalition, in relation to the First Conference of States Parties (CSP) to the Arms Trade Treaty (ATT), to be held in Cancun, Mexico in a few weeks' time to encourage you to attend the High-Level segment on 24 August. Given the decade of leadership the UK has provided to the process, we would welcome the signal this would send to other States of the UK's ongoing commitment to a strong Treaty.

In addition, we believe that the UK must make clear at this CSP that implementation of the ATT to the highest possible standard by all States Parties is its greatest priority. It is the quickest way to establish strong new international norms on what is and what is not acceptable in international arms transfers, and the most powerful way in which the ATT can achieve impact. Evidence from other arms control and disarmament regimes indicates that the establishment of a new norm is a powerful tool to influence the behavior of signatories as well as non-signatories.

We also wish to highlight our concerns about the trend towards closed preparatory meetings, calls for confidential ATT reporting, and moves toward limiting the role of civil society in Treaty processes. These would severely impact the effective monitoring and implementation of the Treaty. We therefore urge you to support the agreement of rules and infrastructure which will enable robust Treaty implementation, including effective scrutiny, for many years to come. These include:

### 1. Rules of Procedure

- Ensure there is an effective majority-based decision making process established for all procedural and substantive issues, with no deferral mechanisms.
- Ensure that NGOs, including the Control Arms Coalition, are able to fully participate as Observers with a standing invitation to attend CSPs
- Maintain transparency with open plenary and subsidiary meetings

### 2. Reporting

- Ensure comprehensive, transparent reporting on both arms transfers and treaty implementation.

### 3. ATT Secretariat

- Establish an independent ATT Secretariat, adequately resourced to enable support for ATT implementation and to effectively fulfil all the functions as determined for it by the States Parties, and with staff appointments based on merit.

### 4. Financial rules

- Agree on a fundraising mechanism that is sustainable, will allow for effective implementation and is fair for everyone, especially less-resourced States Parties.

### 5. Strong standard:

- Apply the provisions of the ATT consistently and robustly to prevent human suffering caused by irresponsible arms transfers.

We look forward to your continued support in ensuring the effective implementation of the ATT. We would greatly welcome the opportunity to discuss this with you and your officials.

Yours sincerely,

Mark Goldring

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