

CONVENTION ON INTERNATIONAL TRADE IN ENDANGERED SPECIES  
OF WILD FAUNA AND FLORA

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Forty-fifth meeting of the Standing Committee  
Paris (France), 19-22 June 2001

Interpretation and implementation of the Convention

Annual reports

GUIDELINES FOR THE PREPARATION OF ANNUAL REPORTS

1. This document has been prepared by the Secretariat.
2. Decision 11.154 of the Conference of the Parties states that the Secretariat shall amend Notification to the Parties No. 1999/85 on Annual Reports to clarify, *inter alia*, certain reporting terminology in relation to coral.
3. In addition, the Secretariat seeks the Standing Committee's approval to make certain amendments recommended by the Animals Committee, in the context of its work under Resolution Conf. 8.9 (Rev.). These proposed amendments, marked in bold in the Annex, relate to section 5 (Terminology) of the Guidelines for the preparation and submission of CITES annual reports transmitted with Notification to the Parties No. 1999/85.

RECOMMENDATION

4. The Secretariat recommends that the Standing Committee approve the amendments to the Guidelines for the preparation and submission of annual reports, as shown in the Annex.



Description	Code	Preferred unit	Alternative unit	Explanation
Caviar	CAV	kg		<b>Also known as roe = unfertilized dead processed eggs from all <i>Acipenseriformes</i> species</b>
Eggs (live)	EGL	kg		Live <b>fertilized</b> eggs – usually birds and reptiles but includes fish and invertebrates
Fin	FIN	kg		<b>Fresh, frozen or dried fins and parts of fins</b>
Fingerlings	FIG	kg	no.	<b>Juvenile sturgeons of one or two years of age for the aquarium trade, hatcheries or for release operations</b>
Meat	MEA	kg		Meat, including flesh of fish if not whole (see 'body'), <b>fresh or unprocessed meat as well as processed meat (e.g. smoked, raw, dried or tinned)</b>
Skin	SKI	no.		Substantially whole skins, raw or tanned, including crocodilian Tinga frames, <b>external body lining, with or without scales</b>
Specimen (scientific)	SPE	kg/l/no.		Scientific specimens – includes blood, tissue (e.g. kidney, spleen, etc.), histological preparations, <b>preserved museum specimens</b>
Swim bladder	SWI	kg		<b>Hydrostatic organ, including isinglass/sturgeon glue</b>
Whole	WHO	kg	no.	<b>Entire specimen (dead or alive)</b>