



## NOTIFICATION TO THE PARTIES

No. 2005/035

Geneva, 6 July 2005

CONCERNING:

### Biennial report format

1. Pursuant to Resolution Conf. 11.17 (Rev. CoP13), the Secretariat is distributing, as an attachment to this Notification, the biennial report format that was adopted by the Conference of the Parties at its 13th meeting (Bangkok, 2004).
2. Parties are urged to submit to the Secretariat their biennial reports required under Article VIII, paragraph 7 (b), of the Convention in accordance with the attached format. In addition to the printed and electronic versions of the format, which are currently available in Word and PDF, an interactive version should be accessible on the CITES website later this year.
3. The period to be covered by the biennial report is from 1 January 2003 to 31 December 2004 for all Parties, regardless of their date of entry into force of the Convention. The deadline for submitting the report for 2003-2004 is on 31 October 2005.
4. Parties that have already submitted a biennial report for the period 2003-2004, using a different format, are not required to resubmit that report but are encouraged to use the new format for the period 2005-2006.
5. The Secretariat will make available on the CITES website a regularly updated table of biennial report submissions and will prepare an analysis of those submissions for the 14th meeting of the Conference of the Parties.

### Biennial report format

Article VIII, paragraph 7, of the Convention requires each Party to submit to the CITES Secretariat a biennial report on legislative, regulatory and administrative measures taken to enforce the provisions of the Convention.

The present format for the submission of biennial reports was adopted by the Conference of the Parties at its 13th meeting (Bangkok, 2004).

This format allows Parties to present information in a standard manner, so that it can be easily computerized, with three main objectives:

- i) To enable monitoring of the implementation and effectiveness of the Convention;
- ii) To facilitate the identification of major achievements, significant developments, or trends, gaps or problems and possible solutions; and
- iii) Provide a basis for substantive and procedural decision-making by the Conference of the Parties and various subsidiary bodies.

Information on the nature and extent of CITES trade should be incorporated into the annual report, whereas the biennial report should focus on measures taken to implement the Convention.

### General principles

- i) The biennial report format that follows is divided into five parts:
  - A. **General information;**
  - B. **Legislative and regulatory measures:** related to adoption and review of laws and regulations;
  - C. **Compliance and enforcement measures:** related to compliance monitoring as well as administrative, civil or criminal enforcement;
  - D. **Administrative measures:** related to the structure and activities of CITES authorities; and
  - E. **General feedback.**
- ii) Each biennial report should cover the period from 1 January of the first year to 31 December of the second year covered by the report. The report should be submitted to the Secretariat by 31 October of the year following the reporting period.
- iii) Biennial reports should be prepared in one of the three working languages of the Convention (English, French, Spanish).
- iv) Parties are encouraged to prepare and submit their biennial reports in electronic form.

Specific instructions

- i) Parties are encouraged to respond to all questions.
- ii) Unless otherwise indicated, responses should reflect measures taken during the reporting period.
- iii) This reporting format is intended to be completed by making use of tick boxes and expandable space.
- iv) The format is designed so that a reporting agency can take as much space as required to give a full answer.
- v) Please contact the Secretariat if any clarification in the preparation of the report is required.



	Additional comments				
6	What were the results of any review or assessment of the effectiveness of CITES legislation, with regard to the following items?	Tick all applicable			
	Item	Adequate	Partially Inadequate	Inadequate	No information
	Powers of CITES authorities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Clarity of legal obligations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Control over CITES trade	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Consistency with existing policy on wildlife management and use	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Coverage of law for all types of offences	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Coverage of law for all types of penalties	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Implementing regulations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Coherence within legislation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Other (please specify):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Please provide details if available:				
7	If no review or assessment has taken place, is one planned for the next reporting period?	Yes	No	No information	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
	Please provide details if available: N/A				
8	Has there been any review of legislation on the following subjects in relation to implementation of the Convention?	Tick all applicable			
	Subject	Yes	No	No information	
	Access to or ownership of natural resources	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	Harvesting	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	Transporting of live specimens	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	Handling and housing of live specimens	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	Please provide details if available:				
9	Please provide details of any additional measures taken:				

**C. Compliance and enforcement measures**

		Yes	No	No information
1	Have any of the following compliance monitoring operations been undertaken?			
	Review of reports and other information provided by traders and producers:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Inspections of traders, producers, markets	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Border controls	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	Have any administrative measures (e.g. fines, bans, suspensions) been imposed for CITES-related violations?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3	If Yes, please indicate how many and for what types of violations? If available, please attach details. N/A			
4	Have any significant seizures, confiscations and forfeitures of CITES specimens been made?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5	If information available: <input type="checkbox"/> Significant seizures/confiscations <input type="checkbox"/> Total seizures/confiscations If possible, please specify per group of species or attach details.	Number		
6	Have there been any criminal prosecutions of significant CITES-related violations?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7	If Yes, how many and for what types of violations? If available, please attach details as Annex.			
8	Have there been any other court actions of CITES-related violations?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9	If Yes, what were the violations involved and what were the results? Please attach details as Annex.			
10	How were the confiscated specimens usually disposed of?	Tick if applicable		
	– Return to country of export			<input type="checkbox"/>
	– Public zoos or botanical gardens			<input type="checkbox"/>
	– Designated rescue centres			<input type="checkbox"/>
	– Approved, private facilities			<input type="checkbox"/>
	– Euthanasia			<input type="checkbox"/>
	– Other (specify)			<input type="checkbox"/>
Comments: N/A				

11	Has detailed information been provided to the Secretariat on significant cases of illegal trade (e.g. through an ECOMESSAGE or other means), or information on convicted illegal traders and persistent offenders?	Yes	<input type="checkbox"/>
		No	<input type="checkbox"/>
		Not applicable	<input checked="" type="checkbox"/>
		No information	<input type="checkbox"/>
Comments:			
12	Have there been any cooperative enforcement activities with other countries (e.g. exchange of intelligence, technical support, investigative assistance, joint operation, etc.)?	Yes	<input checked="" type="checkbox"/>
		No	<input type="checkbox"/>
		No information	<input type="checkbox"/>
13	If Yes, please give a brief description: regional workshops e.g. in Italy to exchange information and knowledge		
14	Have any incentives been offered to local communities to assist in the enforcement of CITES legislation, e.g. leading to the arrest and conviction of offenders?	Yes	<input type="checkbox"/>
		No	<input type="checkbox"/>
		No information	<input checked="" type="checkbox"/>
15	If Yes, please describe: N/A		
16	Has there been any review or assessment of CITES-related enforcement?	Yes	<input type="checkbox"/>
		No	<input type="checkbox"/>
		Not applicable	<input type="checkbox"/>
		No information	<input checked="" type="checkbox"/>
Comments:			
17	Please provide details of any additional measures taken:		

#### D. Administrative measures

##### D1 Management Authority (MA)

1	Have there been any changes in the designation of or contact information for the MA(s) which are not yet reflected in the CITES Directory?	Yes	<input type="checkbox"/>
		No	<input checked="" type="checkbox"/>
		No information	<input type="checkbox"/>
2	If Yes, please use the opportunity to provide those changes here. N/A		
3	If there is more than one MA in your country, has a lead MA been designated?	Yes	<input type="checkbox"/>
		No	<input type="checkbox"/>
		No information	<input type="checkbox"/>
4	If Yes, please name that MA and indicate whether it is identified as the lead MA in the		

	CITES Directory. N/A		
5	How many staff work in each MA?		
6	Can you estimate the percentage of time they spend on CITES-related matters? If yes, please give estimation	Yes No No information	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
7	What are the skills/expertise of staff within the MA(s)?	Tick if applicable	
	– Administration		<input checked="" type="checkbox"/>
	– Biology		<input checked="" type="checkbox"/>
	– Economics/trade		<input type="checkbox"/>
	– Law/policy		<input checked="" type="checkbox"/>
	– Other (specify)		<input type="checkbox"/>
	– No information		<input type="checkbox"/>
8	Have the MA(s) undertaken or supported any research activities in relation to CITES species or technical issues (e.g. labelling, tagging, species identification) not covered in D2(8) and D2(9)?	Yes No No information	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
9	If Yes, please give the species name and provide details of the kind of research involved.		
10	Please provide details of any additional measures taken:		

**D2 Scientific Authority (SA)**

1	Have there been any changes in the designation of or contact information for the SA(s) which are not yet reflected in the CITES Directory?	Yes No No information	<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>
2	If Yes, please use the opportunity to provide those changes here.		
3	Is the designated Scientific Authority independent from the Management Authority?	Yes No No information	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
4	What is the structure of the SA(s)?	Tick if applicable	
	– Government institution		<input type="checkbox"/>
	– Academic or research institution		<input checked="" type="checkbox"/>
	– Permanent committee		<input type="checkbox"/>
	– Pool of individuals with certain expertise		<input type="checkbox"/>
	– Other (specify)		<input type="checkbox"/>
5	How many staff work in each SA on CITES issues? One but part-time		



6	Can you estimate the percentage of time they spend on CITES-related matters If yes, please give estimation	Yes <input type="checkbox"/> No <input type="checkbox"/> No information <input checked="" type="checkbox"/>					
7	What are the skills/expertise of staff within the SA(s)? – Botany – Ecology – Fisheries – Forestry – Welfare – Zoology – Other (specify) – No information	Tick if applicable	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>				
8	Have any research activities been undertaken by the SA(s) in relation to CITES species?	Yes <input type="checkbox"/> No <input type="checkbox"/> No information <input checked="" type="checkbox"/>					
9	If Yes, please give the species name and provide details of the kind of research involved.						
	Species name	Populations	Distribution	Off take	Legal trade	Illegal trade	Other (specify)
	[Please continue on separate sheet, as necessary.]					No information	<input type="checkbox"/>
10	Have any project proposals for scientific research been submitted to the Secretariat under Resolution Conf. 12.2?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> No information <input type="checkbox"/>					
11	Please provide details of any additional measures taken:						

**D3 Enforcement Authorities**

1	Has the Secretariat been informed of any enforcement authorities that have been designated for the receipt of confidential enforcement information related to CITES?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	No information <input type="checkbox"/>
2	If No, please designate them here (with address, phone, fax and email).			
3	Is there a specialized unit responsible for CITES-related enforcement (e.g. within the wildlife department, Customs, the police, public prosecutor's office)?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Under consideration <input type="checkbox"/>
			No information <input type="checkbox"/>	
4	If Yes, please state which is the lead agency for enforcement: Staff within the General Directorate of Customs			
5	Please provide details of any additional measures taken: N/A			

**D4 Communication, information management and exchange**

1	To what extent is CITES information computerized?					Tick if applicable	
	<ul style="list-style-type: none"> <li>- Monitoring and reporting of data on legal trade <input type="checkbox"/></li> <li>- Monitoring and reporting of data on illegal trade <input type="checkbox"/></li> <li>- Permit issuance <input type="checkbox"/></li> <li>- Not at all <input checked="" type="checkbox"/></li> <li>- Other (specify) <input type="checkbox"/></li> </ul>						
2	Do the following authorities have access to the Internet?					Tick if applicable	
	Authority	Yes, continuous and unrestricted	Yes, but only through a dial-up connection	Yes, but only through a different office	Some offices only	Not at all	Please provide details where appropriate
	Management Authority	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Scientific Authority	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Enforcement Authority	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

3	Is there an electronic information system providing information on CITES species?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> No information <input type="checkbox"/>																						
4	If Yes, does it provide information on: – Legislation (national, regional or international)? – Conservation status (national, regional, international)? – Other (please specify)?	Tick if applicable <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>																						
5	Is it available through the Internet:  Please provide URL:	Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable <input checked="" type="checkbox"/> No information <input type="checkbox"/>																						
6	Do the authorities indicated have access to the following publications?	Tick if applicable																						
	<table border="1"> <thead> <tr> <th data-bbox="240 1014 810 1104">Publication</th> <th data-bbox="810 1014 1027 1104">Management Authority</th> <th data-bbox="1027 1014 1198 1104">Scientific Authority</th> <th data-bbox="1198 1014 1447 1104">Enforcement Authority</th> </tr> </thead> <tbody> <tr> <td data-bbox="240 1104 810 1182"><i>2003 Checklist of CITES Species</i> (book)</td> <td data-bbox="810 1104 1027 1182"><input checked="" type="checkbox"/></td> <td data-bbox="1027 1104 1198 1182"><input checked="" type="checkbox"/></td> <td data-bbox="1198 1104 1447 1182"><input checked="" type="checkbox"/></td> </tr> <tr> <td data-bbox="240 1182 810 1261"><i>2003 Checklist of CITES Species and Annotated Appendices</i> (CD-ROM)</td> <td data-bbox="810 1182 1027 1261"><input checked="" type="checkbox"/></td> <td data-bbox="1027 1182 1198 1261"><input type="checkbox"/></td> <td data-bbox="1198 1182 1447 1261"><input checked="" type="checkbox"/></td> </tr> <tr> <td data-bbox="240 1261 810 1317"><i>Identification Manual</i></td> <td data-bbox="810 1261 1027 1317"><input checked="" type="checkbox"/></td> <td data-bbox="1027 1261 1198 1317"><input checked="" type="checkbox"/></td> <td data-bbox="1198 1261 1447 1317"><input checked="" type="checkbox"/></td> </tr> <tr> <td data-bbox="240 1317 810 1361"><i>CITES Handbook</i></td> <td data-bbox="810 1317 1027 1361"><input checked="" type="checkbox"/></td> <td data-bbox="1027 1317 1198 1361"><input checked="" type="checkbox"/></td> <td data-bbox="1198 1317 1447 1361"><input type="checkbox"/></td> </tr> </tbody> </table>	Publication	Management Authority	Scientific Authority	Enforcement Authority	<i>2003 Checklist of CITES Species</i> (book)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<i>2003 Checklist of CITES Species and Annotated Appendices</i> (CD-ROM)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>Identification Manual</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<i>CITES Handbook</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
	Publication	Management Authority	Scientific Authority	Enforcement Authority																				
	<i>2003 Checklist of CITES Species</i> (book)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>																				
	<i>2003 Checklist of CITES Species and Annotated Appendices</i> (CD-ROM)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>																				
<i>Identification Manual</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>																					
<i>CITES Handbook</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>																					
7	If not, what problems have been encountered to access this information?																							
8	Have enforcement authorities reported to the Management Authority on: – Mortality in transport? – Seizures and confiscations? – Discrepancies in number of items in permits and number of items actually traded? Comments: N/A as no such cases were reported	Tick if applicable <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>																						
9	Is there a government website with information on CITES and its requirements?  If Yes, please give the URL:	Yes <input type="checkbox"/> No <input type="checkbox"/> No information <input checked="" type="checkbox"/>																						

10	Have CITES authorities been involved in any of the following activities to bring about better accessibility to and understanding of the Convention's requirements to the wider public?	Tick if applicable	
	- Press releases/conferences	<input checked="" type="checkbox"/>	
	- Newspaper articles, radio/television appearances	<input type="checkbox"/>	
	- Brochures, leaflets	<input checked="" type="checkbox"/>	
	- Presentations	<input type="checkbox"/>	
	- Displays	<input type="checkbox"/>	
	- Information at border crossing points	<input type="checkbox"/>	
	- Telephone hotline	<input type="checkbox"/>	
- Other (specify)	<input type="checkbox"/>		
Please attach copies of any items.			
11	Please provide details of any additional measures taken:		

**D5 Permitting and registration procedures**

1	Have any changes in permit format or the designation and signatures of officials empowered to sign CITES permits/certificates been reported previously to the Secretariat?	Yes	<input type="checkbox"/>		
		No	<input checked="" type="checkbox"/>		
		Not applicable	<input type="checkbox"/>		
		No information	<input type="checkbox"/>		
If no, please provide details of any:					
Changes in permit format:					
Changes in designation or signatures of relevant officials:					
2	To date, has your country developed written permit procedures for any of the following?	Tick if applicable			
			Yes	No	No information
		Permit issuance/acceptance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Registration of traders	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Registration of producers	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		

3	Please indicate how many CITES documents were issued and denied in the two year period? (Note that actual trade is reported in the Annual Report by some Parties. This question refers to issued documents).					
	Year 1	Import or introduction from the sea	Export	Re-export	Other	Comments
	How many documents were issued?					None
	How many applications were denied because of serious omissions or misinformation?					None
	Year 2					
	How many documents were issued?					None
	How many applications were denied because of serious omissions or misinformation?					None
4	Were any CITES documents that were issued later cancelled and replaced because of serious omissions or misinformation?				Yes	<input type="checkbox"/>
					No	<input checked="" type="checkbox"/>
					No information	<input type="checkbox"/>
5	If Yes, please give the reasons for this.					
6	Please give the reasons for rejection of CITES documents from other countries.					Tick if applicable
	Reason			Yes	No	No information
	Technical violations			<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Suspected fraud			<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Insufficient basis for finding of non-detriment			<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Insufficient basis for finding of legal acquisition			<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other (specify)			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7	Are harvest and/or export quotas as a management tool in the procedure for issuance of permits?				Yes	<input checked="" type="checkbox"/>
					No	<input type="checkbox"/>
					No information	<input type="checkbox"/>
	Comments					
8	How many times has the Scientific Authority been requested to provide opinions? In few cases as there is very little trade					

9	Has the MA charged fees for permit issuance, registration or related CITES activities? – Issuance of CITES documents: – Licensing or registration of operations that produce CITES species: – Harvesting of CITES-listed species : – Use of CITES-listed species: – Assignment of quotas for CITES-listed species: – Importing of CITES-listed species: – Other (specify):	Tick if applicable          <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
10	If Yes, please provide the amounts of such fees. The law on CITES implementation entered into force in march 2008 , therefore by-laws are in the process of preparation	
11	Have revenues from fees been used for the implementation of CITES or wildlife conservation? – Entirely: – Partly: – Not at all: – Not relevant: Comments:	Tick if applicable     <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
12	Please provide details of any additional measures taken: N/A	

**D6 Capacity building**

1	Have any of the following activities been undertaken to enhance effectiveness of CITES implementation at the national level?  Increased budget for activities Hiring of more staff Development of implementation tools – Other (specify)		Tick if applicable     <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>
	<input type="checkbox"/>	Improvement of national networks	<input checked="" type="checkbox"/>
	<input type="checkbox"/>	Purchase of technical equipment for monitoring/enforcement	<input type="checkbox"/>
	<input type="checkbox"/>	Computerization	<input checked="" type="checkbox"/>
	<input type="checkbox"/>		<input type="checkbox"/>

<p>2</p>	<p>Have the CITES authorities received or benefited from any of the following capacity building activities provided by external sources?</p>	<p>Please tick boxes to indicate which target group and which activity.</p> <table border="1"> <thead> <tr> <th data-bbox="244 383 730 656">Target group</th> <th data-bbox="730 383 821 656">Oral or written advice/guidance</th> <th data-bbox="821 383 912 656">Technical assistance</th> <th data-bbox="912 383 1003 656">Financial assistance</th> <th data-bbox="1003 383 1094 656">Training</th> <th data-bbox="1094 383 1134 656">Other (specify)</th> <th data-bbox="1134 383 1437 656">What were the external sources?</th> </tr> </thead> <tbody> <tr> <td data-bbox="244 656 730 712">Staff of Management Authority</td> <td data-bbox="730 656 821 712"><input type="checkbox"/></td> <td data-bbox="821 656 912 712"><input type="checkbox"/></td> <td data-bbox="912 656 1003 712"><input type="checkbox"/></td> <td data-bbox="1003 656 1094 712"><input checked="" type="checkbox"/></td> <td data-bbox="1094 656 1134 712"><input type="checkbox"/></td> <td data-bbox="1134 656 1437 712" rowspan="3">TAIEX programme of the European Commission</td> </tr> <tr> <td data-bbox="244 712 730 768">Staff of Scientific Authority</td> <td data-bbox="730 712 821 768"><input type="checkbox"/></td> <td data-bbox="821 712 912 768"><input type="checkbox"/></td> <td data-bbox="912 712 1003 768"><input type="checkbox"/></td> <td data-bbox="1003 712 1094 768"><input checked="" type="checkbox"/></td> <td data-bbox="1094 712 1134 768"><input type="checkbox"/></td> </tr> <tr> <td data-bbox="244 768 730 824">Staff of enforcement authorities</td> <td data-bbox="730 768 821 824"><input type="checkbox"/></td> <td data-bbox="821 768 912 824"><input type="checkbox"/></td> <td data-bbox="912 768 1003 824"><input type="checkbox"/></td> <td data-bbox="1003 768 1094 824"><input checked="" type="checkbox"/></td> <td data-bbox="1094 768 1134 824"><input type="checkbox"/></td> </tr> <tr> <td data-bbox="244 824 730 880">Traders</td> <td data-bbox="730 824 821 880"><input type="checkbox"/></td> <td data-bbox="821 824 912 880"><input type="checkbox"/></td> <td data-bbox="912 824 1003 880"><input type="checkbox"/></td> <td data-bbox="1003 824 1094 880"><input type="checkbox"/></td> <td data-bbox="1094 824 1134 880"><input type="checkbox"/></td> <td data-bbox="1134 824 1437 880"></td> </tr> <tr> <td data-bbox="244 880 730 936">NGOs</td> <td data-bbox="730 880 821 936"><input type="checkbox"/></td> <td data-bbox="821 880 912 936"><input type="checkbox"/></td> <td data-bbox="912 880 1003 936"><input type="checkbox"/></td> <td data-bbox="1003 880 1094 936"><input type="checkbox"/></td> <td data-bbox="1094 880 1134 936"><input type="checkbox"/></td> <td data-bbox="1134 880 1437 936"></td> </tr> <tr> <td data-bbox="244 936 730 992">Public</td> <td data-bbox="730 936 821 992"><input type="checkbox"/></td> <td data-bbox="821 936 912 992"><input type="checkbox"/></td> <td data-bbox="912 936 1003 992"><input type="checkbox"/></td> <td data-bbox="1003 936 1094 992"><input type="checkbox"/></td> <td data-bbox="1094 936 1134 992"><input type="checkbox"/></td> <td data-bbox="1134 936 1437 992"></td> </tr> <tr> <td data-bbox="244 992 730 1066">Other (specify)</td> <td data-bbox="730 992 821 1066"><input type="checkbox"/></td> <td data-bbox="821 992 912 1066"><input type="checkbox"/></td> <td data-bbox="912 992 1003 1066"><input type="checkbox"/></td> <td data-bbox="1003 992 1094 1066"><input type="checkbox"/></td> <td data-bbox="1094 992 1134 1066"><input type="checkbox"/></td> <td data-bbox="1134 992 1437 1066"></td> </tr> </tbody> </table>	Target group	Oral or written advice/guidance	Technical assistance	Financial assistance	Training	Other (specify)	What were the external sources?	Staff of Management Authority	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	TAIEX programme of the European Commission	Staff of Scientific Authority	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff of enforcement authorities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Traders	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		NGOs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Public	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
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<p>4</p>	<p>Please provide details of any additional measures taken:</p>																																																														

**D7 Collaboration/co-operative initiatives**

1	Is there an inter-agency or inter-sectoral committee on CITES?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	No information <input type="checkbox"/>				
2	If Yes, which agencies are represented and how often does it meet?							
3	If No, please indicated the frequency of meetings or consultancies used by the Management Authority to ensure co-ordination among CITES authorities (e.g. other MAs, SAs, Customs, police, others):							
		Daily	Weekly	Monthly	Annually	None	No information	Other (specify)
	Meetings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Consultations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	According to the needs
4	At the national level have there been any efforts to collaborate with:	Tick if applicable			Details if available			
	Agencies for development and trade	<input type="checkbox"/>						
	Provincial, state or territorial authorities	<input type="checkbox"/>						
	Local authorities or communities	<input checked="" type="checkbox"/>						
	Indigenous peoples	<input type="checkbox"/>						
	Trade or other private sector associations	<input type="checkbox"/>						
	NGOs	<input type="checkbox"/>						
	Other (specify)	<input type="checkbox"/>						
5	To date, have any Memoranda of Understanding or other formal arrangements for institutional cooperation related to CITES been agreed between the Management Authority and the following agencies?	Tick if applicable						
	Scientific Authority	<input type="checkbox"/>						
	Customs	<input type="checkbox"/>						
	Police	<input type="checkbox"/>						
	Other border authorities (specify)	<input type="checkbox"/>						
	Other government agencies	<input type="checkbox"/>						
	Private sector bodies	<input type="checkbox"/>						
	NGOs	<input type="checkbox"/>						
	Other (specify)	<input type="checkbox"/>						



6	Have Government staff participated in any regional activities related to CITES? Workshops Meetings Other (specify)		Tick if applicable <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>
7	Has there been any effort to encourage any non-Party to accede to the Convention?	Yes No No information	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
8	If Yes, which one(s) and in what way?		
9	Has technical or financial assistance been provided to another country in relation to CITES?	Yes No No information	<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>
10	If Yes, which country(ies) and what kind of assistance was provided?		
11	Has any data been provided for inclusion in the CITES Identification Manual?	Yes No No information	<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>
12	If Yes, please give a brief description.		
13	Have measures been taken to achieve co-ordination and reduce duplication of activities between the national authorities for CITES and other multilateral environmental agreements (e.g. the biodiversity-related Conventions)?	Yes No No information	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
14	If Yes, please give a brief description.		
15	Please provide details of any additional measures taken:		

**D8 Areas for future work**

1	Are any of the following activities needed to enhance effectiveness of CITES implementation at the national level and what is the respective level of priority?			
	Activity	High	Medium	Low
	Increased budget for activities	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Hiring of more staff	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Development of implementation tools	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Improvement of national networks	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Purchase of new technical equipment for monitoring and enforcement	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Computerization	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2	Were any difficulties encountered in implementing specific Resolutions or Decisions adopted by the Conference of the Parties?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> No information <input type="checkbox"/>
3	If Yes, which one(s) and what is the main difficulty?	
4	Have any constraints to implementation of the Convention arisen in your country requiring attention or assistance?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> No information <input type="checkbox"/>
5	If Yes, please describe the constraint and the type of attention or assistance that is required. very limited number of staff at the MA. More people and funds needed to work for the implementation of the Convention	
6	Have any measures, procedures or mechanisms been identified within the Convention that would benefit from review and/or simplification?	Yes <input type="checkbox"/> No <input type="checkbox"/> No information <input checked="" type="checkbox"/>
7	If Yes, please give a brief description.	
8	Please provide details of any additional measures taken:	

**E. General feedback**

Please provide any additional comments you would like to make, including comments on this format.

Thank you for completing the form. Please remember to include relevant attachments, referred to in the report. For convenience these are listed again below:

Question	Item		
B4	Copy of full text of CITES-relevant legislation	Enclosed	<input checked="" type="checkbox"/>
		Not available	<input type="checkbox"/>
		Not relevant	<input type="checkbox"/>
C3	Details of violations and administrative measures imposed	Enclosed	<input type="checkbox"/>
		Not available	<input checked="" type="checkbox"/>
		Not relevant	<input type="checkbox"/>
C5	Details of specimens seized, confiscated or forfeited	Enclosed	<input type="checkbox"/>
		Not available	<input type="checkbox"/>
		Not relevant	<input type="checkbox"/>
C7	Details of violations and results of prosecutions	Enclosed	<input type="checkbox"/>
		Not available	<input type="checkbox"/>
		Not relevant	<input type="checkbox"/>
C9	Details of violations and results of court actions	Enclosed	<input type="checkbox"/>
		Not available	<input type="checkbox"/>
		Not relevant	<input type="checkbox"/>
D4(10)	Details of nationally produced brochures or leaflets on CITES produced for educational or public awareness purposes	Enclosed	<input type="checkbox"/>
		Not available	<input type="checkbox"/>
		Not relevant	<input type="checkbox"/>
	Comments		