

RECALLING Resolution Conf. 9.4 (Rev.), adopted by the Conference of the Parties at its ninth meeting (Fort Lauderdale, 1994) and amended at its 10th meeting (Harare, 1997), relating to annual reports and monitoring of trade;

CONSIDERING the obligation of Parties to submit periodic reports on their implementation of the Convention under the provisions of Article VIII, paragraph 7, of the Convention;

RECOGNIZING the importance of the national reports as a tool for monitoring the implementation of the Convention and the level of legal and illegal international trade in specimens of species included in the Appendices;

ACKNOWLEDGING the necessity for the national reports of the Parties to be as complete as possible and to be comparable;

CONSIDERING that the provisions of Article XII, paragraph 2 (d), of the Convention require the Secretariat to study the periodic reports of Parties;

APPRECIATING the valuable assistance in meeting this responsibility provided by the UNEP World Conservation Monitoring Centre under contract to the Secretariat;

NOTING that the use of computers can help to ensure that trade statistics and information on Convention implementation are dealt with more effectively;

THE CONFERENCE OF THE PARTIES TO THE CONVENTION

1. URGES all Parties to submit their annual reports required under the provisions of Article VIII, paragraph 7 (a), by 31 October following the year for which they are due and in accordance with the most recent version of the *Guidelines for the preparation and submission of CITES annual reports* distributed by the Secretariat, as may be amended with the concurrence of the Standing Committee;
2. URGES all Parties to submit their reports required under the provisions of Article VIII, paragraph 7 (b), one year before each meeting of the Conference of the Parties, beginning with the 17th meeting of the Conference of the Parties and in accordance with the *report format* distributed by the Secretariat, as may be amended by the Secretariat from time to time with the concurrence of the Standing Committee;
3. URGES all Parties to submit an annual illegal trade report by 31 October each year covering actions in the preceding year and in accordance with the report format distributed by the Secretariat, as may be amended by the Secretariat from time to time with the concurrence of the Standing Committee;
4. AGREES that, unless otherwise specified by the reporting Party, data collected in the annual illegal trade report and included in the database should be made available to Parties for research and analysis of wildlife and forest crime as it affects them, and to the members of the International Consortium on Combating Wildlife Crime (ICWC) for ICWC global research and analysis studies on wildlife and forest crime;
5. ALSO URGES Parties with multiple Management Authorities to submit coordinated national reports to the extent possible;

* Amended at the 12th, 13th and 14th meetings of the Conference of the Parties; and corrected by the Secretariat following the 15th meeting; subsequently amended at the 16th, 17th and 18th meetings of the Conference of the Parties.

6. ACKNOWLEDGES that the Conference of the Parties may request that Parties provide special reports not required by the Convention, if additional information is needed that cannot be sought via the national reports required under Article VIII, paragraph 7, of the Convention;
7. RECOGNIZES that the Conference of the Parties, when requesting special reports, should give consideration to making those special reports time-limited, where this is appropriate, to avoid the potential for unnecessarily increasing reporting burdens;
8. RECOMMENDS that each Party to the Convention, if a member of a regional trade agreement within the meaning of Article XIV, paragraph 3, of the Convention, include in its annual reports information on trade in specimens of species included in Appendices I, II and III with other member States of that regional trade agreement, unless the record-keeping and reporting duties of Article VIII are in direct and irreconcilable conflict with the provisions of the regional trade agreement;
9. RECOMMENDS that, when compiling their annual reports in accordance with Article VIII, paragraph 7, of the Convention and this Resolution, Parties pay particular attention to the reporting of trade in specimens of species subject to annual export quotas. For these species, the report should indicate the level of the quota and the amount actually exported. In cases where trade is authorized in the reporting year in specimens obtained under a quota for the previous year, this should be reflected in the annual report;
10. URGES every Party to consider whether the preparation of its national reports could be computerized and the submission of such reports made in electronic format;
11. FURTHER URGES Parties experiencing problems with the regular preparation and submission of national reports to seek assistance from the Secretariat to produce those reports;
12. RECOMMENDS that Parties studying or developing computer programmes for licensing and reporting trade as well as managing other information under the Convention consult with each other, and with the Secretariat, in order to ensure optimal harmonization and compatibility of systems;
13. DECIDES that:
 - a) failure to submit an annual report by 31 October of the year following the year for which the report was due constitutes a major problem with the implementation of the Convention, which the Secretariat shall refer to the Standing Committee for a solution in accordance with Resolution Conf. 11.3 (Rev. CoP18)¹ on *Compliance and enforcement*; and
 - b) the Secretariat may approve a valid request from a Party for a reasonable extension of time to the 31 October deadline for the submission of national reports provided the Party submits to the Secretariat a written request, containing adequate justification, before that deadline;
14. INSTRUCES the Standing Committee to determine, on the basis of reports presented by the Secretariat, which Parties have failed, for three consecutive years and without having provided adequate justification, to provide the annual reports required under Article VIII, paragraph 7 (a), of the Convention within the deadline (or any extended deadline) provided in the present Resolution;
15. RECOMMENDS that Parties not authorize trade in specimens of CITES-listed species with any Party that the Standing Committee has determined has failed, for three consecutive years and without having provided adequate justification, to provide the annual reports required under Article VIII, paragraph 7 (a), of the Convention within the deadline (or any extended deadline) provided in the present Resolution;
16. APPEALS to all Parties, and to intergovernmental organizations and non-governmental organizations interested in furthering the objectives of the Convention, to make financial contributions to the Secretariat to support the trade and other monitoring work of the Secretariat and that of the UNEP World Conservation Monitoring Centre undertaken under contract to the Secretariat; and

¹ Corrected by the Secretariat following the 18th meeting of the Conference of the Parties.

17. REPEALS Resolution Conf. 9.4 (Rev.) (Fort Lauderdale, 1994, as amended at Harare, 1997) – *Annual reports and monitoring of trade.*