

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



Seventy-fifth meeting of the Standing Committee
Panama City (Panama), 13 November 2022

Administrative and financial matters

STANDARD DISCLOSURE FORM FOR
MEMBERS OF THE ANIMALS AND PLANTS COMMITTEES

1. This document has been prepared by the Secretariat.
2. At its 18th meeting (CoP18, Geneva, 2019), the Conference of the Parties adopted Resolution Conf. 18.2 on *Establishment of committees*. The Parties agreed in paragraph 8 to this Resolution that *"For committees where individuals are elected as Members, such as the Animals Committee and Plants Committee, the following procedures apply:*
 - a) *Parties proposing candidates as Members or alternate Members are to request that, together with their names and curricula vitae, each candidate provides a Declaration of Interest which should be circulated to the Parties of the region concerned before the meeting of the Conference by the Parties at which the Members will be elected. In that declaration in the standard disclosure form agreed by the Standing Committee, the candidate should disclose any current financial interest that might call into question his or her impartiality, objectivity or independence in carrying out his or her duties as a Member or alternate Member of the committee;"*
3. A *Standard disclosure form for CITES declarations of interest* contained in Annex 1 to the present document, was developed by the Secretariat as requested by the 69th meeting of the Standing Committee (SC69, Geneva, November 2017) ([SC69 SR](#)) and approved by the 70th meeting of the Standing Committee (SC70, Russian Federation, October 2018) ([SC70 SR](#)). At SC70, the Standing Committee indicated that the standard disclosure form is to be filed by candidates before their election by the Conference of the Parties and by the elected members before every meeting of the Animals and Plants Committees, as part of the conflict of interest policy set out in paragraph 5 c) of Resolution Conf. 11.1 (Rev. CoP17).
4. The requirement for the Standing Committee to agree on the standard disclosure form was not included in the previous resolution on the establishment of committees [Resolution Conf. 11.1 (Rev. CoP17)], but as indicated in paragraph 3, the Standing Committee nonetheless developed and adopted the form contained in Annex 1. This form has been used as recommended by the Standing Committee since its adoption.
5. The Secretariat amended this standard disclosure form to replace the reference to paragraph 5 c) of Resolution Conf. 11.1 (Rev. CoP17) with paragraph 8 of Resolution Conf. 18.2. The amended form is included in Annex 2 to the present document. The Secretariat provided the form in Annex 2 to Parties who proposed candidates as Members or alternate Members for the Animals Committee and Plants Committee to be discussed during the regional meeting during CoP19.

Recommendation

6. The Secretariat invites the Standing Committee to agree on the use of the *Standard disclosure form for CITES declarations of interest* contained in Annex 2 to the present document.

Standard disclosure form for CITES declarations of interest

(First page)

A “conflict of interest” refers to any current financial interest which could significantly impair the individual’s impartiality, objectivity or independence in carrying out his or her duties as a member of the Committee. A candidate’s employment by itself does not automatically constitute a conflict of interest.

1. Do you or an immediate family member have any financial interest in the subject matter of the meeting or work in which you will be involved, which may be considered as constituting a real, potential or apparent conflict of interest?

Yes: ☐ No: ☐ If yes, please provide details:

2. Do you have, or have you had during the past four years, an employment or other professional relationship with any company, organization or institution directly involved in the harvesting, breeding, propagation, domestic or international trade of specimens of CITES-listed species or directly representing the interests of any such entity?

Yes: ☐ No: ☐ If yes, please give details in the box next page.

I hereby declare that the disclosed information is correct and that no other situation of real, potential or apparent conflict of interest is known to me. I undertake to inform you of any change in these circumstances, including if an issue arises during the meeting or work itself and that I shall conduct myself in full compliance with the conflict of interest policy set out in paragraph 5 c) of Resolution Conf. 11.1 (Rev. CoP17).

Signature

Date

Name

Region

Standard disclosure form for CITES declarations of interest
(Second page)

1. Type of interest (e.g. investments, research support, advocacy, intellectual property, financial interest (including details on any compound, work, etc.))	2. Name (of company, organization or institution)	3. Owned by (e.g. you, a family member, employer, research unit or other?)	4. Current interest? (or year ceased)

Standard disclosure form for CITES declarations of interest
(First page)

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Signature

Date

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(Second page)

1. Type of interest (e.g. investments, research support, advocacy, intellectual property, financial interest (including details on any compound, work, etc.))	2. Name (of company, organization or institution)	3. Owned by (e.g. you, a family member, employer, research unit or other?)	4. Current interest? (or year ceased)