

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



Seventieth meeting of the Standing Committee
Rosa Khutor, Sochi (Russian Federation), 1-5 October 2018

Strategic matters

DESIGNATION AND ROLES OF MANAGEMENT AUTHORITIES

1. This document has been prepared by the Secretariat.
2. Article IX of the text of the Convention *inter alia* requires Parties to designate one or more Management Authorities competent to grant permits or certificates on behalf of that Party and to provide the name and address of the Management Authority authorized to communicate with other Parties and with the Secretariat. Additionally, Resolutions of the Conference of the Parties have also attributed specific tasks to the Management Authorities of Parties including in relation to the issuance of permits and certificates, reporting obligations, registers, coordination and training, communication with the Secretariat and other Parties, and awareness-raising and other activities.
3. At the 69th meeting of the Standing Committee (SC69, Geneva, November 2017), the Secretariat observed in document [SC69 Doc. 13](#) that the Convention and Resolutions place considerable responsibility upon Management Authorities for the correct implementation of the Convention. It also noted that Resolution Conf. 10.3 on *Designation and role of the Scientific Authorities* clarifies and consolidates the tasks assigned to Scientific Authorities, but that no equivalent resolution exists in relation to Management Authorities despite their important role.
4. Members of the Committee and Parties supported the idea of the Conference of the Parties adopting a resolution on Management Authorities summarizing the totality of the existing responsibilities allocated to Management Authorities in the Convention and the Resolutions. The draft resolution would also clarify the procedures for their designation and the updating of information on national CITES authorities on the CITES website and strengthen their role in determining which persons represent Parties at CITES meetings. Several Parties expressed the need for more guidance and support for Management Authorities and one noted that administrative practices may vary between ministries within Parties.
5. At its 69th meeting, the Standing Committee established an intersessional working group on Management Authorities with a mandate to assist the Secretariat in the preparation of a draft resolution on Management Authorities for consideration at the 70th meeting of the Committee. The membership of the intersessional working group on Management Authorities was agreed as follows: Norway (Chair), Cameroon, Canada, Chile, China, Colombia, Gabon, Georgia, Indonesia, Italy, Mexico, Nigeria, Peru, Russian Federation, South Africa, Spain, Sweden, Switzerland, Uganda, United States of America, and Zimbabwe, and Center for Biological Diversity, Center for International Environmental Law, and World Wildlife Fund.
6. The Working Group chair circulated a draft resolution on Management Authorities prepared by the Secretariat to the members of the working group and would like to thank them for their comments, especially the Chair who prepared a consolidated version of the working group's comments. The Secretariat has taken on-board the comments of the working group with the following exception. The aim of the draft resolution was to summarize in one place the totality of the existing responsibilities allocated to Management Authorities in the Convention and different Resolutions. Some members of the working group suggested including in the draft resolution certain other tasks which are assigned to "Parties" in the other resolutions concerned, without specifying that the task should be the responsibility of Management Authorities. Whilst some of these

tasks are indeed largely undertaken by Management Authorities, the Secretariat did not include them in the draft resolution, because mentioning only some such tasks may be difficult and in any event, the aim is to address only tasks that the Conference of the Parties has specifically attributed to Management Authorities.

Recommendations

7. The Standing Committee is invited to take note of the draft resolution on *Designation and role of Management Authorities* in the Annex to the present document and to provide further input on the text before submission of the draft resolution by the Secretariat to the Conference of the Parties at its 18th meeting (CoP18, Colombo, 2019).

Designation and role of Management Authorities

RECALLING that each Party is required, in accordance with Article IX of the Convention, to designate one or more Management Authorities;

RECALLING ALSO that a State depositing an instrument of ratification, acceptance, approval or accession shall at that time inform the Depositary Government of the name and address of the Management Authority authorized to communicate with other Parties and with the Secretariat;

RECALLING FURTHER that the main responsibilities of the Management Authority are described in the Convention and in relevant Resolutions;

ACKNOWLEDGING the fundamental role and responsibility of Management Authorities in the regulation of international trade in specimens of CITES-listed species and the implementation of and compliance with the Convention;

RECOGNIZING the need for Parties to provide adequate resources, stability and necessary training and professional development to Management Authorities, given the highly technical and sometimes complex nature of their daily tasks and their critical role in ensuring the effective implementation of the Convention;

BEARING IN MIND that Resolution Conf. 8.4 (Rev. CoP15) on *National laws for implementation of the Convention* directs the Secretariat to identify those Parties whose domestic measures do not provide them with, *inter alia*, the authority to designate at least one Management Authority;

ACKNOWLEDGING the need for other Parties and the Secretariat to be able to easily communicate with and contact the appropriate Management Authorities of each Party;

RECALLING FURTHER the engagement of Parties in Resolution Conf. 17.6 to prohibit, prevent, detect and counter corruption, which facilitates activities conducted in violation of the Convention;

THE CONFERENCE OF THE PARTIES

1. ESTABLISHES the following sections in the present Resolution:

- I. Regarding the designation of Management Authorities
- II. Regarding the issuance of permits and certificates
- III. Regarding reporting obligations
- IV. Regarding registers
- V. Regarding coordination and training
- VI. Regarding communication with the Secretariat and other Parties
- VII. Regarding awareness-raising and other activities

I. Regarding the designation of Management Authorities

2. AGREES that:

- a) each Party designates Management Authorities by a legal instrument, be it law, regulation or decree, that clearly and precisely gives Management Authorities the necessary powers to carry out their responsibilities, separates the functions of the Management Authorities and the Scientific Authorities, and provides mechanisms for coordination and communication between Management Authorities and

Scientific Authorities as well as with other government agencies with relevant competences (including customs, police, ministry responsible for foreign trade.);

- b) upon designation, Parties communicate through the Minister of Foreign Affairs or the competent Minister, the name and contact details of the designated Management Authorities to the Secretariat for transmission to all other Parties and inclusion in the directory of national CITES Authorities;
 - c) in cases where more than one Management Authority is designated, Parties appoint one Management Authority authorized to communicate officially with the Secretariat and other Parties on the matters mentioned in paragraphs 7, 14 and 15 below;
 - d) changes in the designation of Management Authorities may only be notified through the Minister of Foreign Affairs or the competent Minister; and
 - e) changes of contact details and personnel may be notified by the Head of the Management Authority authorized to communicate officially with the Secretariat and will be reflected in the directory of national CITES Authorities;
3. ENCOURAGES Parties, when adopting national legislation establishing Management Authorities, to use the draft model law on international trade in wild fauna and fauna provided by the CITES Secretariat;

II. Regarding the issuance of permits and certificates

4. AGREES that the specific duties of Management Authorities regarding the issuance of permits and certificates include, but are not limited to, the following:
- a) issuing export and import permits, and certificates for specimens of species included in Appendix I, II and III in accordance with the Convention and relevant Resolutions, in particular Resolution Conf. 12.3 (Rev. CoP17) on *Permits and Certificates*, Resolution Conf. 9.6 (Rev. CoP16) on *Trade in readily recognizable parts and derivatives* and Resolution Conf. 5.10 (Rev. CoP15) on *Definition of 'primarily commercial purposes'*;
 - b) before issuing permits and certificates, determining in accordance with Articles III, IV and V of the Convention and relevant Resolutions, that the specimen was not obtained in contravention of the laws of the exporting state for the protection of fauna and flora;
 - c) before issuing permits and certificates, obtaining the advice from the competent national Scientific Authority in accordance with subparagraph f) below;
 - d) when issuing an introduction from the sea certificate or an import or export permit authorizing trade in specimens of species included in Appendix I or II taken in the marine environment not under the jurisdiction of any State, taking into account whether the specimens were acquired or will be landed in a manner consistent with applicable measures under international law for the conservation and management of living marine species; or through any illegal, unreported or unregulated fishing activity, in accordance with Resolution Conf. 14.6 (Rev. CoP16) on *Introduction from the sea*;
 - e) determining the applicability of exemptions or special provisions relating to trade in accordance with Article VII of the Convention, and in accordance with relevant Resolutions, in particular Resolution Conf. 9.7 (Rev. CoP15) on *Transit and transshipment*, Resolution Conf. 9.19 (Rev. CoP15) on *Registration of nurseries that artificially propagate specimens of Appendix-I plant species for export purposes*, Resolution Conf. 10.16 (Rev.) *Specimens of animal species bred in captivity*; Resolution Conf. 10.20 *Frequent transboundary movements of privately owned live animals*, Resolution Conf. 10.21 (Rev. CoP16) *Transport of live specimens*, Resolution Conf. 11.15 *Loans, donations and non-commercial exchanges of museum and herbarium specimens*, Resolution Conf. 12.3 (Rev. CoP17) on *Permits and certificates*, Resolution Conf. 12.10 (Rev. CoP15) on *Registration of operations that breed Appendix-I animal species in captivity for commercial purposes*, Resolution Conf. 13.6 (Rev. CoP16) on *Implementation of Article VII, paragraph 2, concerning 'pre-Convention' specimens*, Resolution Conf. 13.7 (Rev. CoP17) on *Control of trade in personal and household effects*, and Resolution Conf. 16.8 (Rev. CoP17) on *Frequent cross-border non-commercial movements of musical instruments*;

- f) obtaining the advice of the competent national Scientific Authority on the following:
 - i) whether trade would be detrimental to the survival of a species, in accordance with the Convention and relevant Resolutions, as appropriate, before issuing relevant permits and certificates;
 - ii) the suitability of the recipient to house and care for live specimens of Appendix I species being imported or introduced from the sea and those Appendix-II populations of elephants and rhinoceros subject to Resolution Conf. 11.20 (Rev. CoP17) on *Definition of the term 'appropriate and acceptable destinations'*, before issuing relevant permits and certificates;
 - iii) whether or not scientific institutions seeking registration for the purpose of being issued labels for scientific exchange meet the criteria established in Resolution Conf. 11.15 (Rev. CoP12) on *Non-commercial loan, donation or exchange of museum and herbarium specimens*, and other standards or any stricter national requirements; and
 - iv) whether the facility concerned meets the criteria for producing specimens considered to be bred in captivity or artificially propagated in accordance with the Convention and relevant Resolutions, when reviewing all applications submitted for consideration under Article VII, paragraph 4 or 5;
 - g) determining that living specimens will be so prepared and shipped as to minimize the risk of injury, damage to health or cruel treatment in accordance with the Convention and Resolution Conf. 10.21 (Rev. CoP16) on *Transport of live specimens*; and
 - h) checking permits and certificates for errors and inconsistencies and liaising with other Management Authorities or the Secretariat about any issues related to permits and certificates;
5. AGREES that Management Authorities may, at their discretion, grant or refuse to grant a permit or certificate, or grant a permit or certificate subject to certain conditions, and revoke or modify any permit or certificate they have issued if they deem it necessary to do so;

III. Regarding reporting obligations

6. RESOLVES that Management Authorities have the main responsibility of reporting on the implementation of Convention;
7. AGREES that the specific reporting duties of Managements Authorities include, but are not limited to, the following:
- a) maintaining records of the number and type of permits and certificates granted; the States with which such trade occurred; the numbers or quantities and types of specimens, names of species as included in Appendices I, II and III and, where applicable, the size and sex of the specimens in question, in accordance with Article VIII of the Convention; coordinating the preparation of an annual report on international trade in specimens listed on the Appendices, and submitting this report to the Secretariat by 31 October of the year following the year to which the report refers in accordance with the *Guidelines for the preparation and submission of CITES annual reports*;
 - b) coordinating the preparation of an implementation report on legislative, regulatory and administrative measures taken to enforce the provisions of the Convention in accordance with Article VIII of the Convention, and submitting this report to the Secretariat by 31 October of the year preceding a meeting of the Conference of the Parties;
 - c) coordinating the preparation of an annual illegal trade report and submitting this report to the Secretariat by 31 October of the year following the year to which the report refers in accordance with Resolution Conf. 11.17 (Rev. CoP17) on *National Reports* and with the *Guidelines for the preparation and submission of the CITES annual illegal trade report*; and
 - d) reporting, where appropriate, on specific issues concerning the implementation of the Convention as requested by the Conference of the Parties, the Standing Committee, the Animals Committee, the Plants Committee or the Secretariat in accordance with Resolution Conf. 11.16 (Rev. CoP15) on *Ranching and trade in ranches specimens of species transferred from Appendix I to Appendix II* and other relevant Resolutions;

IV. Regarding registers

8. AGREES that, regarding registers, Management Authorities have the authority to:
 - a) approve captive-breeding operations under Article VII, paragraph 4, in consultation with the Scientific Authority, and provide information to the Secretariat for the registration of each captive-breeding operation in accordance with Resolution Conf. 12.10 (Rev. CoP15) on *Registration of operations that breed Appendix-I animal species in captivity for commercial purposes*;
 - b) register with the Secretariat, after consultation with the Scientific Authority, nurseries that artificially propagate specimens of Appendix I plant species for export purposes in accordance with Resolution Conf. 9.19 (Rev. CoP15) on *Registration of nurseries that artificially propagate specimens of Appendix-I plant species for export purposes*;
 - c) register with the Secretariat, scientific institutions to facilitate the scientific exchange of specimens in accordance with Article VII, paragraph 6, and assign a unique number to each registered scientific institution in accordance with Resolution Conf. 11.15 (Rev. CoP12) on *Non-commercial loan, donation or exchange of museum and herbarium specimens*;
 - d) register with the Secretariat, facilities producing caviar, including aquaculture operations that process and package caviar and those facilities that re-package caviar in its territory and clearly state whether it is a processing or a repackaging plant, in accordance with Resolution Conf. 12.7 (Rev. CoP17) on *Conservation of and trade in sturgeons and paddlefish*;
 - e) register and issue certificates of ownership for personally owned live animals that are listed in CITES Appendices in accordance with Resolution Conf. 10.20 on *Frequent cross-border movements of personally owned live animals*; and
 - f) designate rescue centres for seized and confiscated living specimens in accordance with Article VIII, paragraph 5 of the Convention and Resolution Conf. 17.8 on *Disposal of illegally traded and confiscated specimens of CITES-listed species*; and
 - g) register specimens belonging to travelling exhibitions based in their State in accordance with Resolution Conf. 12.3 (Rev. CoP17) on *Permits and certificates*;

V. Regarding coordination and training

9. RESOLVES that Management Authorities have, in accordance with national law, the main responsibility of coordinating all national governmental agencies with a role in the implementation of the Convention, including Scientific Authorities, customs, police and inspection services, in order to ensure full engagement from all such agencies and authorities;
10. ENCOURAGES Management Authorities to establish an effective coordination mechanism with Scientific Authorities, customs, police and inspection services for the implementation of the Convention in accordance with their national laws and practices;
11. URGES Management Authorities and enforcement authorities to cooperate closely in the fight against illegal trafficking of wild fauna and flora in accordance with Resolution Conf. 11.3 (Rev. CoP17) on *Compliance and enforcement*;
12. ENCOURAGES FURTHER Parties, the Secretariat and interested non-governmental organizations to develop and support workshops or seminars designed specifically to improve the implementation of the Convention by Management Authorities;

VI. Regarding communication with the Secretariat and other Parties

13. RESOLVES that only one designated Management Authority can submit reports and communicate officially with the Secretariat on behalf of a Party on the issues outlined in paragraph 7 above and 14 below;
14. AGREES that the specific communication duties of Managements Authorities include, but are not limited to, the following:

- a) communicating to the Secretariat impression of stamps, seals or other devices used to authenticate permits or certificates in accordance with Article IX of the Convention, as well as samples of the signatures of the persons empowered to sign CITES permits and certificates;
 - b) informing the Secretariat of the names of the delegates representing their Party at official CITES meetings;
 - c) submitting proposals to amend the Appendices, draft Resolutions, draft Decisions, and other documents for meetings of the Conference of the Parties and other subsidiary bodies in accordance with Articles XI and XV of the Convention;
 - d) submitting species for inclusion in Appendix III in accordance with Article XVI of the Convention;
 - e) approving the participation of national non-governmental bodies or agencies located in their territory in meetings organized under the Convention as required by the Rules of Procedure of the CITES body concerned;
 - f) communicating to the Secretariat nationally established quotas in accordance with Resolution Conf. 14.7 (Rev. CoP15) on *Management of nationally established export quotas*, where appropriate; and
 - g) responding to any request for information by the Secretariat related to compliance within the timeframe requested by the Secretariat.
15. ENCOURAGES Management Authorities to respond promptly to all requests for information conveyed to them in Notifications to the Parties or directly by the Secretariat or other Parties;
16. RECOMMENDS that Management Authorities communicate on CITES-related matters in at least one of the official languages of the Convention;

VII. Regarding awareness-raising and other activities

17. URGES Management Authorities to raise awareness of the Convention with the youth, local communities, the private sector, non-governmental organizations, botanic gardens, tourist organizations, commercial transport companies, the wider public and other stakeholders, including through coordinating the celebration of World Wildlife Day and through the development of workshops and seminars;
18. RECOMMENDS that Management Authorities ensure that specimens of species listed in the Appendices in trade are appropriately marked in accordance with Resolution Conf. 8.13 (Rev. CoP17) on *Use of coded-microchip implants for marking live animals in trade*; Resolution Conf. 11.12 (Rev. CoP15) on *Universal tagging system for the identification of crocodilian skins*; Resolution Conf. 11.16 (Rev. CoP15) on *Ranching and trade in ranched specimens of species transferred from Appendix I to Appendix II* and Resolution Conf. 12.7 (Rev. CoP17) on *Conservation of and trade in sturgeons and paddlefish*;
19. RECALLS that Management Authorities decide on the disposal of confiscated live specimens, in consultation with the Scientific Authority, exporting Party and the Secretariat, as appropriate and in accordance with Resolution Conf. 17.8 on *Disposal of illegally traded and confiscated specimens of CITES-listed species*, and
20. URGES Management Authorities to inspect captive-breeding operations and nurseries to confirm the identity and legal origin of the parental stock and to detect the presence of unauthorized specimens held at or exported by the operation, and, in collaboration with the Scientific Authority, monitor the management of each captive-breeding operation under its jurisdiction.