

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



Eighteenth meeting of the Conference of the Parties
Colombo (Sri Lanka), 23 May – 3 June 2019

Administrative and financial matters

Administration, finance and budget of the Secretariat
and of meetings of the Conference of the Parties

ACCESS TO FUNDING, INCLUDING GEF FUNDING

1. This document has been prepared by the Secretariat in collaboration with the Standing Committee.*

Background

2. At its 17th meeting (CoP17, Johannesburg, 2016), the Conference of the Parties adopted Decisions 17.10 to 17.16 on *Access to funding*.

17.10 Parties are encouraged to:

- a) *continue their efforts to include their CITES priorities in their National Biodiversity Strategy and Action Plans (NBSAPs) to enhance access to Global Environment Facility (GEF) funding;*
- b) *contribute to the development and implementation of GEF projects that may have components related to the implementation of CITES, by communicating with their national GEF counterparts and informing them of relevant CITES requirements and processes; and*
- c) *closely monitor the progress of the GEF Global Wildlife Program and its projects to enhance Parties' ability to meet their obligations under CITES.*

17.11 The Secretariat shall:

- a) *convey CITES priorities to the GEF for it to take them into account when developing the biodiversity strategy in GEF-7, consistent with the mandate of the GEF;*
- b) *provide inputs to the GEF Global Wildlife Program to ensure that GEF projects under the programme are, as far as possible, consistent with CITES Decisions and Resolutions and contribute to the enhanced implementation of the Convention;*
- c) *continue, in collaboration with the CBD Secretariat as well as with the GEF Secretariat, to enhance the biodiversity strategy in GEF-7 by strengthening the species-based component; and*

* The geographical designations employed in this document do not imply the expression of any opinion whatsoever on the part of the CITES Secretariat (or the United Nations Environment Programme) concerning the legal status of any country, territory, or area, or concerning the delimitation of its frontiers or boundaries. The responsibility for the contents of the document rests exclusively with its author.

- d) report on progress to the Standing Committee and Conference of the Parties as appropriate.
- 17.12 All Parties, governmental, intergovernmental and non-governmental organizations and other entities are invited to provide financial or technical assistance to ensure the effective implementation of the Decisions and Resolutions adopted by the Conference of the Parties.
- 17.13 Parties are invited to second staff to the CITES Secretariat and to note that the salary of seconded personnel shall be covered by the Party. Seconded personnel shall carry out their duties and act in the interest of the mandate of the CITES Secretariat.
- 17.14 Subject to the availability of external funding, the Secretariat, in collaboration with the World Bank and other relevant financial institutions, cooperation agencies and potential donors, shall organize a Wildlife Donor Roundtable with particular focus on the sustainable use of wild fauna and flora, to:
- a) share information on their existing funding programmes for the conservation of wildlife;
 - b) understand the long-term financial needs of developing countries to implement the Convention; and
 - c) explore the potential for scaled-up financial resources to ensure the conservation and sustainable use of wildlife.
- 17.15 The Secretariat shall report the progress made with regard to the implementation of Decision 17.14, and its findings and recommendations, to the Standing Committee, as necessary, and at the 18th meeting of the Conference of the Parties.
- 17.16 The Standing Committee shall review the progress of implementation of Decisions 17.12 through 17.15 and make recommendations as necessary at the 18th meeting of the Conference of the Parties.

Report on the progress of implementation of Decision 17.11

3. During the 2014-2018 investment cycle (GEF-6), the Global Environment Facility (GEF) committed a total of USD 131 million in grants to the Global Wildlife Programme (GWP), including twenty national projects in Africa and Asia. Many of the projects contribute directly or indirectly to CITES implementation through their programme components.
4. The Secretariat collaborated with the GEF in order to promote linkages between CITES and the GWP projects. It has been an active member of the GWP Steering Committee sharing information and providing advisory support on the CITES-relevant aspects of the national projects upon request.
5. At the 54th GEF Council meeting in June 2018, the indicative amount of USD 168 million was set aside for GWP in the upcoming four-year GEF investment cycle (GEF-7, 2018-2022), paving the way for a renewed opportunity to develop national projects that could contribute to CITES implementation. The CITES Secretariat subsequently issued Notification to Parties No. 2018/075 of 26 October 2018 to highlight the possibility to access national GEF allocation, and invited Parties to contact their GEF focal points and engage in their national GEF portfolio planning processes.
6. Details of the GWP, including the current national projects under GEF-6 and the description of the GEF-7 opportunities, are available as an information document to the 70th meeting of the Standing Committee (SC70, Sochi, October 2018) ([SC70 Inf.22](#)).

Report on the progress of implementation of Decisions 17.12 and 17.13

7. Extrabudgetary contributions that the Secretariat received during this intersessional period are summarized in Annex 1 to this document. Notable additions since the Secretariat's report at SC70 ([SC70 Doc.8](#)) are the contribution from the CITES Management Authority of the United States of America (US Fish and Wildlife Service), totalling USD 1,090,450, which was received in October 2018, and the contribution from France for EUR 14,000 towards the cost of document translation into French.

8. The Secretariat has also benefited from personnel support during this intersessional period:

Country	Personnel	Level	Period
Turkey	Loan from Ministry of Food, Agriculture and Livestock – Aquatic Species Support Officer	P-2	December 2016 – December 2017
Germany	Junior Professional Officer – marine species	P-2	March 2015 – March 2019
Germany	Junior Professional Officer – flora	P-2	May 2018 –present
Korea	Intern supported by KECO-IEETP program	Intern	6 months in 2016
Various	Self-funded interns (total of 7 interns during 2016-2018)	Intern	3-6 months each

9. The Secretariat expresses its sincere thanks to the above-mentioned Parties for their generous financial and in-kind support. Other Parties, governmental, intergovernmental and non-governmental organizations and other entities are kindly encouraged to do the same.
10. The continued generosity of donor Parties allows the implementation of a significant part of the Convention's programme work and relevant projects. In particular, during this intersessional period (2016-2018) the Secretariat was able to launch a number of large-scale projects, some of which have budgets well over one million US dollars.
11. While welcoming the strong support from donors, the Secretariat highlighted at SC70 that the large number of activities funded by a diverse range of donors gives rise to the need for dedicated personnel. Dedicated administrative staff or project assistants in addition to professional level staff or project managers are vital to ensure that the financial and administrative processes of the project are conducted smoothly, and that they do not overburden the Secretariat's small administrative team dealing with the core work of the Convention.
12. The Secretariat would like to highlight that, in reviewing all the Decisions in effect after CoP17, there is a considerable number of decisions that contain calls for financial assistance. They are directed either to the Secretariat (e.g. "*The Secretariat shall seek external funding to...*") or to Parties and others (e.g. "*Parties and potential donors are encouraged to provide funding for...*").
13. Considering that Decision 17.12 (and 18.CC in the proposed draft decision) asks for financial or technical assistance to implement all relevant Resolutions and Decisions, these individual requests may hinder the Secretariat's efforts to prioritize activities strategically. Hence, Parties may wish to refrain from inserting additional text into draft decisions with specific calls for funding, as they already contain the phrase "*subject to external funding*".

Report on the progress of implementation of Decision 17.14

14. No funding has been made available for the implementation of Decision 17.14 regarding the organization of a wildlife donor roundtable that focuses on the sustainable use of wild fauna and flora. The Decision has therefore not been implemented to date.
15. During its 70th meeting (SC70, Sochi, October 2018), the Standing Committee Members and Parties expressed sustained interest in the proposed wildlife donor roundtable and requested the Secretariat to continue its effort to identify external funds to convene the roundtable. The Standing Committee also made a recommendation to the Secretariat to include in the terms of reference of the wildlife donor roundtable the inclusion of Parties that would need assistance for the implementation of the Convention as participants in the roundtable [see [SC70 ExSum. 1 \(Rev. 1\)](#)].
16. The Standing Committee agreed to submit to the Conference of the Parties at its 18th meeting the draft decisions on external funding contained in Annex 2 to the present document, in fulfillment of Decisions 17.10 to 17.16.

17. Note, the Secretariat proposes amendments to draft decision 18.AA to be in line with the relevant UN regulation¹ as well as the guidelines of the United Nations Environment Programme (UNEP)². These are found in Annex 2
18. In addition, the Secretariat would propose an additional amendment to draft decision 18.DD. To reflect the elements highlighted in paragraph 11 above, the Secretariat would proposition the addition of “, and that they do not affect the Secretariat’s core administrative tasks” at the end of draft decision 18. DD. Annex 2 reflects this proposal.

Recommendations

19. The Secretariat, in consultation with the Standing Committee, recommends that the Conference of the Parties adopt the draft decisions agreed at SC70 with the amendments identified in paragraphs 17 and 18 above, and presented in Annex 2 to the present document.
20. The proposed draft decisions, if adopted, will replace Decisions 17.10 to 17.16, which the Standing Committee and the Secretariat recommend be deleted.

¹ Administrative instruction on [non-reimbursable loans of personnel services from sources external to the United Nations Common system \(ST/AI/231/Rev.1\)](#)

² Memo sent from the UNEP Director, Corporate Services Division (a.i) to Executive Director, dated 22 November 2017 (ref. CSD/221117/SD/rs). Available upon request.

BREAKDOWN OF EXTRABUDGETARY FUNDS SINCE COP17
(AS OF 1 DECEMBER 2018)³

Donor	Pledged amount	Main areas of work
Australia	USD 15,000	CMS-IUCN-CITES joint work on the Hawksbill turtle (co-funding, funds managed by CMS)
Belgium	USD 60,000	Co-funding for the CMS-CITES African Carnivore Initiative meeting (funds managed by CMS)
China	RMB 1,400,000	Selected CoP17 Decisions (2017 and 2018)
China (Hong Kong, SAR)	HKD 800,000	Enforcement activities (2017 and 2018)
China (Hong Kong, SAR)	HKD 400,000	Demand reduction workshop
EU: DG-Devco	EUR 7,000,000	CITES-listed tree species
EU: DG-Devco ⁴	EUR 1,961,000	Selected activities of the Monitoring the Illegal Killing of Elephants (MIKE) programme
EU: DG-Devco	EUR 3,000,000	Minimising the Illegal Killing of Elephants and other Endangered Species (MIKES) project, 3rd instalment
EU: DG-Devco	EUR 1,000,000	Part of EU funding for ICCWC Strategic Programme 2016-2020 (EUR 13.5M total) (funds managed by INTERPOL & UNODC)
EU: DG-Environment	EUR 2,500,000	Marine species, selected CoP17 Decisions, Sponsored Delegates Project, and CoP18 preparation
France	EUR 50,000	ICCWC Strategic Programme
France	EUR 14,000	Support towards the cost of document translation into French
Germany	EUR 400,000	Implementation of activities under the ICCWC Strategic Programme 2016-2020 (funds managed by UNODC)
Germany	EUR 50,000	Co-funding for the CMS-CITES African Carnivore Initiative meeting (funds managed by CMS)
Monaco	EUR 100,000	Funding for ICCWC Strategic Programme 2016-2020 (1 st and 2 nd instalments of EUR 200,000 over 4 years)
Japan	USD 115,000	Selected activities of the Monitoring the Illegal Killing of Elephants (MIKE) programme (2017 and 2018)
Sweden	EUR 50,000	Capacity building on enforcement requested by Yemen
Switzerland	CHF 4,900	Work on disposal of confiscated illegal trade specimens

³ This table presents the donors and amounts at the time of the pledge. For the detailed amounts received, please refer to the financial report in CoP18 Doc.7.3 Annex 3, 7, and 12.

⁴ Funds were provided via the United Nations Office on Drug and Crime (UNODC).

Donor	Pledged amount	Main areas of work
Switzerland: confederation & MA	CHF 600,000	Convention Support for Programme of Work
Switzerland: confederation	CHF 150,000	Strengthening enforcement capacity at CITES Secretariat
Switzerland: MA	CHF 59,900	Selected CoP17 Decisions
UK DEFRA	USD 25,000	Study on Asian big cats
UK	USD 17,440	Contribution towards the Lion listing proposal (funds managed by CMS)
UK	GBP 4,000,000	Funding for ICCWC Strategic Programme 2016-2020. (deposited over 4 years; some will be channelled to other ICCWC members)
USA: Department of State	USD 139,315	Selected CoP17 Decisions and ICCWC Support Officer (2017 excess annual assessed contribution)
USA: Department of State	USD 700,000	Support to global WEN meeting in 2019
USA: National Oceanographic and Atmospheric Administration (NOAA)	USD 165,000	CITES-listed marine species
USA: Fish and Wildlife Service	USD 989,438	Compliance and law enforcement in selected Southeast Asian Parties
USA: Fish and Wildlife Service	USD 1,090,450	Selected CoP17 & 18 Decisions
Animal Welfare Institute	USD 1,600	Implementation of Decisions 17.171-172 regarding ivory stockpiles management and disposal (in response to SC69 Doc. 51.3)
The Born Free Foundation	USD 3,200	Implementation of Decisions 17.171-172 regarding ivory stockpiles management and disposal (in response to SC69 Doc. 51.3)
David Shepherd Wildlife Foundation	USD 1,600	Implementation of Decisions 17.171-172 regarding ivory stockpiles management and disposal (in response to SC69 Doc. 51.3)
Fondation Franz Weber	USD 2,384	Implementation of Decisions 17.171-172 regarding ivory stockpiles management and disposal (in response to SC69 Doc. 51.3)
International Fund for Animal Welfare (IFAW)	USD 1,600	Implementation of Decisions 17.171-172 regarding ivory stockpiles management and disposal (in response to SC69 Doc. 51.3)
Natural Resources Defense Council	USD 2,400	Implementation of Decisions 17.171-172 regarding ivory stockpiles management and disposal (in response to SC69 Doc. 51.3)
Species Survival Network	USD 1,600	Implementation of Decisions 17.171-172 regarding ivory stockpiles management and disposal (in response to SC69 Doc. 51.3)
Stop Ivory	USD 4,000	Implementation of Decisions 17.171-172 regarding ivory stockpiles management and disposal (in response to SC69 Doc. 51.3)

DRAFT DECISIONS OF THE CONFERENCE OF THE PARTIES

External Funding

Directed to Parties

- 18.AA Parties are invited to ~~to second staff provide non-reimbursable loan of personnel services~~ to the CITES Secretariat noting that the salary ~~and administrative fee of seconded~~ ~~non-reimbursable loan~~ personnel shall be covered by the Party, with such personnel remaining under the administrative authority of the sending Party. ~~Seconded Non-reimbursable loan~~ personnel shall carry out their duties and act in the interest of the mandate of the CITES Secretariat.
- 18.BB Parties are encouraged to:
- engage with their Global Environment Facility (GEF) national focal points in order to take part in the national GEF processes and enhance access to GEF funding through the Global Wildlife Programme (GWP);
 - contribute to the development and implementation of GEF projects that may have components related to the implementation of CITES, by communicating with their national GEF counterparts and informing them of relevant CITES requirements and processes; and
 - monitor the progress of the GEF Global Wildlife Programme and the national projects, where applicable, to enhance Parties' ability to meet their obligations under CITES.

Directed to Parties, governmental, intergovernmental and non-governmental organizations and other entities

- 18.CC All Parties, governmental, intergovernmental and non-governmental organizations and other entities are invited to provide financial or technical assistance for ensuring the effective implementation of the Decisions and Resolutions adopted by the Conference of the Parties.
- 18.DD In providing financial assistance, Parties, governmental, intergovernmental and non-governmental organizations and other entities are encouraged to take into consideration the administrative and financial management support needed to ensure that the funded activities are managed in an efficient, effective and accountable manner, and that they do not affect the Secretariat's core administrative tasks.

Directed to the Secretariat

- 18.EE The Secretariat shall:
- continue to participate in the Programme Steering Committee of the GEF Global Wildlife Programme to ensure that GEF projects under the programme are, as far as possible, aligned with CITES Decisions and Resolutions and contribute to the enhanced implementation of the Convention; and
 - provide technical advice and in-kind support to Parties in the development and implementation of their GEF projects under the Global Wildlife Program.
- 18.FF Subject to the availability of external funding, the Secretariat, in collaboration with the World Bank and other relevant financial institutions, cooperation agencies and potential donors, shall organize a wildlife donor roundtable with a particular focus on sustainable use, to:
- share information on existing funding programmes on wildlife;
 - understand the long-term financial needs of developing countries to implement the Convention; and

- c) explore the potential for scaled-up financial resources to ensure the conservation and sustainable use of wildlife.
- 18.GG The Secretariat shall report on the progress on the implementation of Decisions 18.AA and 18.BB and any recommendations, as necessary, to the Standing Committee and at the 19th meeting of the Conference of the Parties.

Directed to the Standing Committee

- 18.HH The Standing Committee shall review the progress of implementation of Decisions 18.AA through 18.GG and make recommendations as necessary to the 19th meeting of the Conference of the Parties.

**TENTATIVE BUDGET AND SOURCE OF FUNDING
FOR THE IMPLEMENTATION OF DRAFT RESOLUTIONS OR DECISIONS**

According to Resolution Conf. 4.6 (Rev. CoP16) on *Submission of draft resolutions, draft decisions and other documents for meetings of the Conference of the Parties*, the Conference of the Parties decided that any draft resolutions or decisions submitted for consideration at a meeting of the Conference of the Parties that have budgetary and workload implications for the Secretariat or permanent committees must contain or be accompanied by a budget for the work involved and an indication of the source of funding. The Secretariat proposes the following tentative budget and source of funding.

Implementation of 18.EE

Participation in the Programme Steering Committee of the GEF Global Wildlife Programme (travel of one Secretariat staff to an annual meeting) can be supported through in the CITES Trust Fund (CTL) budget for the years 2020-2022 (CoP18 Doc. 7.4) as part of *Cooperation with financial institutions and donors to secure funding support for CITES*, which has a proposed amount of USD 10,000 per year.

The provision of technical advice and in-kind support to Parties in the development and implementation of their GWP projects (travel to up to 2-3 national projects per year) would need to be funded externally, which would amount to USD 10,000 – 15,000 per year.

Implementation of 18.FF

Organization of the wildlife donor roundtable on sustainable use will have cost implications. The actual amount needed may depend on the venue, number of developing country participants, and the availability of a meeting where the donor roundtable can be held in the margins. The meeting budget would therefore be in the range of USD 30,000 - USD 50,000 including Secretariat staff travel.

Decision	Description	Indicative budget source	Indicative budget for 2020-2022
18.EE	Cooperation with financial institutions and donors to secure funding support to CITES (including participation in the Programme Steering Committee of the GEF Global Wildlife Programme)	Core	USD 30,000
	Technical advice and in-kind support to Parties in the development and implementation national GWP projects	External	USD 30,000-45,000
18.FF	Organization of wildlife donor roundtable on sustainable use	External	USD 30,000-50,000