



NOTIFICATION TO THE PARTIES

No. 2018/009

Geneva, 18 January 2018

CONCERNING:

Guidelines for the preparation and submission of annual illegal trade reports

1. The Conference of the Parties to the Convention in Resolution Conf. 11.17 (Rev. CoP17) on *National reports*, paragraph 3:
 3. *URGES all Parties, commencing in 2017, 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;*
2. At its 69th meeting, the Standing Committee adopted *Guidelines for the preparation and submission of the CITES annual illegal trade report*, including a sample reporting format. These *Guidelines* are made available to Parties in the Annex to the present Notification.
3. The *Guidelines* are also available on the CITES website under [Implementation/reporting requirements/annual illegal trade report](#), together with further information on reporting requirements under the Convention.