



NOTIFICATION TO THE PARTIES

No. 2019/053

Geneva, 3 October 2019

CONCERNING:

SINGAPORE

Changes to Singapore CITES permits and certificates

1. This Notification is being published at the request of Singapore.
2. The CITES Management Authority of Singapore, National Parks Board (NParks), wishes to inform CITES Parties on the implementation of electronic signatures for all Singapore CITES permits and certificates on Box 14 starting from 1 October 2019.
3. Currently, only CITES import permits are issued with electronic signature, while CITES export/re-export permits and certificates are manually signed on Box 14. With effect from 1 October 2019, all CITES permits and certificates issued by Singapore will be signed electronically. Physical CITES export/re-export permits and certificates are still required to accompany the shipments to the destination countries.
4. Singapore wishes to inform CITES Parties of the changes to the endorsement clause for the watermarked Singapore CITES export/re-export permits and certificates. As of 1 April 2019, all CITES export/re-export permits and certificates no longer require endorsement under Box 15 and 16 of the permit and certificate if the actual quantity of items in the shipment is the same as that reflected in the permit and certificate. Endorsement of Box 15 and 16 will only be done if the shipment quantity differs from the CITES export/re-export permit and certificate. This clause is not applicable to Appendix I species and live fauna and flora. In this regard, Box 5 of the watermarked Singapore CITES export/re-export permits and certificates stating the "Special Conditions" would reflect the following for applicable specimens:

"Endorsement by NParks or Immigration & Checkpoints Authority (ICA) on Box 15 and 16 of permit is required if the actual quantity of any of the items in the shipment differs from that declared on Box 11".
5. We also wish to inform Parties that foreign authorities can apply for user ID account to login our online licensing system, LicenceOne, to verify the authenticity of CITES permits and certificates issued by Singapore. Interested parties can apply for an account (user ID), using the attached application form in English.
6. For further information on the Singapore CITES permits and certificates, please contact the CITES Management Authority of Singapore at Janice_Yap@nparks.gov.sg or Gerald_Neo@nparks.gov.sg.
7. The present Notification replaces Notification to the Parties No. 2015/037 of 23 June 2015.

LICENCEONE WATERMARK ONLINE CERTIFICATE VERIFICATION SYSTEM REQUEST FORM

TO: LICENCEONE SYSTEM ADMINISTRATOR (through FRONTIER Core Team)

INSTRUCTIONS TO APPLICANT

You are responsible for all accesses of the system under your LOGON ID and Password. You must take all necessary precautions to prevent anyone from gaining knowledge or use of your Password. The sharing of LOGON IDs and Passwords is prohibited.

Your Password is the only means of authenticating your identity. Do not allow anyone else to know or use it.

You are also responsible to notify NParks ITB should the user account is no longer in use.

***** IT IS YOUR RESPONSIBILITY TO KEEP YOUR PASSWORD SECURE *****

CONFIDENTIAL

Yours access rights are bounded by Non Disclosure Agreement under Official Secret Act and NParks ICT Security Policy.

1 ACTION REQUESTED: ASSIGN ROLE [] DELETE ROLE [] RE-ACTIVATE ACCOUNT []

Effective Date: (dd/mm/yy) _____/_____/_____

2 APPLICANT'S PARTICULARS	SALUTATION: Dr/Mdm/Miss/Mr/Mrs/Others	FIRST NAME:	LAST NAME:
	PASSPORT NUMBER:	COUNTRY OF ISSUE:	NATIONALITY:
	DATE OF BIRTH (dd/mm/yyyy):	GENDER: Male/Female	
	ADDRESS :		
	ZIP OR POSTAL CODE:	COUNTRY:	
	DESIGNATION:	DEPT/DIVISION/BRANCH NAME:	
	PHONE NUMBER:	FAX NUMBER:	
	EMAIL ADDRESS:	SIGNATURE OF APPLICANT:	
	DATE:		

REMARKS:

AUTHENTICATION

<p>AUTHORISED SIGNATURE (LicenceOne CA)</p> <p>STATUS: APPROVE [] / REJECT []</p> <p>NAME : _____</p> <p>SIGNATURE: _____</p> <p>DATE: _____</p>	<p>AUTHORISED SIGNATURE – SYSTEM OWNER</p> <p>STATUS: APPROVE [] / REJECT []</p> <p>NAME : _____</p> <p>SIGNATURE: _____</p> <p>DATE: _____</p>
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ADMINISTERED BY:

NAME : _____ SIGNATURE: _____

DATE RECEIVED: _____ USER ID ISSUED: _____ DATE COMPLETED: _____

To Note:

All request forms shall be properly completed before it is forwarded to NParks ITB to process. It is the responsibility of the user coordinator to ensure that approval from the respective application system owner or designate is sought. Incomplete form will not be processed.