



NOTIFICATION TO THE PARTIES

No. 2022/024

Geneva, 14 April 2022

CONCERNING:

CITES directory of laboratories conducting wildlife forensic testing

1. The purpose of the present Notification is to invite applications from laboratories that wish to be considered for inclusion in the [CITES directory of laboratories that conduct wildlife forensic testing](#). To apply for inclusion in the directory, the questionnaire available in the Annex to the present Notification must be completed and submitted to the CITES Secretariat. It should be noted that inclusion in the directory is subject to conforming with the criteria set out in paragraph 4 below.
2. The CITES directory of laboratories was developed in support of forensic applications being used to the fullest extent possible to combat illegal trade in wildlife. The directory as well as important information concerning the directory is available on the CITES Secretariat website [Wildlife forensics webpage](#).
3. Paragraph 9. d) of Resolution Conf. 11.3 (Rev. CoP 18) on *Compliance and enforcement*, directs the Secretariat to:
 - d) *in close collaboration with forensic experts from relevant ICCWC partner agencies and the Society for Wildlife Forensics Science as the professional body engaged by ICCWC to advise the Consortium on wildlife forensic science matters, consider annually any new applications from laboratories for inclusion in the electronic directory of laboratories that conduct wildlife forensic testing and, further, to review existing listings every two years.*
4. Laboratories must conform with the following criteria to be considered for inclusion in the directory:
 - i. The laboratory must carry out forensic casework;
 - ii. The laboratory must operate in accordance with a Quality Management System;
 - iii. The laboratory must have passed an external audit of its Quality Management System, conducted by a competent third party, within the past two years;
 - iv. The laboratory must be able and willing to carry out wildlife forensic analyses upon request from other countries; and
 - v. The laboratory must explicitly request to be included in the directory.

Secretariat of the Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES)

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CITES Secretariat
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cites.org

4. The Secretariat invites all Parties to disseminate this Notification and the questionnaire available in the Annex to any forensic facilities that may exist within their territories, inviting these facilities to apply for inclusion in the directory by completing the questionnaire.
5. The completed questionnaire should be submitted to Mr. Maroun Abi-Chahine (maroun.abi-chahine@cies.org), with a copy to info@cites.org no later than **15 May 2022**.

CITES directory of laboratories conducting wildlife forensic testing

Forensic facilities interested to apply for inclusion in the *CITES directory of laboratories conducting wildlife forensic testing* are invited to complete the below questionnaire. The completed questionnaire should be submitted to Mr. Maroun Abi-Chahine (maroun.abi-chahine@cites.org), with a copy to info@cites.org no later than **15 May 2022**.

Please read and respond to the following four mandatory questions:

- i) Does your laboratory routinely perform forensic casework?
- ii) Does your laboratory operate in accordance with a Quality Management System?
- iii) Can you provide written evidence that your laboratory has passed an external audit of its Quality Management System, conducted by a competent third party, within the past two years?
- iv) Is your laboratory able and willing to conduct wildlife forensic analyses upon request from other countries?

If you have answered 'Yes' to all four questions, please continue to provide further information about your forensic analysis capacity. Please note that you will need to provide written documentation to support your answer to question iii).

If you have answered 'No' to one or more of these questions, then your laboratory will not be considered eligible for listing in the CITES wildlife forensic directory and therefore there is no need to complete the questionnaire. If you have any questions about this process, please contact Mr. Maroun Abi-Chahine (maroun.abi-chahine@cites.org) with a copy to info@cites.org.

1. Casework / Research. Does your laboratory carry out research or legal casework for the types of biological materials listed? Please tick all that apply.						
	<i>Casework</i>	<i>Research</i>	<i>Neither</i>			
Terrestrial animal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Aquatic animal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Plant	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Timber	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Rhinoceros horn	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Elephant ivory	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Other (please specify)						
2. Techniques. Please tick the casework techniques used in your laboratory for sample type listed.						
	<i>Morphology / Anatomy</i>	<i>DNA analysis</i>	<i>Immunoassay</i>	<i>Chemical profiling</i>	<i>Stable Isotopes</i>	
Terrestrial animal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aquatic animal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Plant	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Timber	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rhinoceros horn	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Elephant ivory	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (please specify)						
3. Applications. For wildlife crime investigations, which identification questions can your laboratory address? Please tick all that apply						
	<i>Species</i>	<i>Geographic Origin</i>	<i>Individual</i>	<i>Parentage</i>	<i>Age</i>	<i>None</i>
Terrestrial animal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aquatic animal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Plant	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Timber	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rhinoceros horn	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Elephant ivory	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (please specify)						

Please continue to more questions below

4. Cooperation with other countries. Is your laboratory able to carry out wildlife forensic casework for other countries? YES NO

If yes, please specify:

5. Reference materials. What type of reference materials does your laboratory use to characterize samples in casework? Please tick all that apply.

- Physical sample authenticated at your lab
- Physical sample authenticated by a 3rd party
- Electronic data generated at your lab
- Electronic data obtained from an external database

6. Quality Assurance. For casework, what Quality Assurance standards does your laboratory work to? How are you audited? Please tick all that apply.

- | <i>Audit:</i> | External audit | Internal audit |
|--------------------------------------|--------------------------|--------------------------|
| ISO 9001 | <input type="checkbox"/> | <input type="checkbox"/> |
| ISO 17025 | <input type="checkbox"/> | <input type="checkbox"/> |
| GLP/GMP | <input type="checkbox"/> | <input type="checkbox"/> |
| SWGILD | <input type="checkbox"/> | <input type="checkbox"/> |
| Don't know | <input type="checkbox"/> | <input type="checkbox"/> |
| None/ research only (please specify) | | |

7. Staff training for forensic casework (if no casework is performed, tick N/A)

- | | Yes | No | N/A |
|--|--------------------------|--------------------------|--------------------------|
| Do staff receive training in forensic practice? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Does the lab maintain a staff training record? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Are staff certified to perform forensic casework? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Do lab staff participate in regular proficiency testing? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

8. Future plans. Are there plans for your laboratory to expand its capabilities in the next 3 years? Please tick all that apply

- Improving Quality Assurance
- Developing new techniques
- Increasing staff levels
- Other/ further information:

9. Contact details

- Institute name:
- Address:
- Principal contact:
- Role:
- Email:
- Telephone:

Thank you for completing this questionnaire.
Please email the completed version Mr. Maroun Abi-Chahine (maroun.abi-chahine@cites.org),
with a copy to info@cites.org