



# NOTIFICATION TO THE PARTIES

No. 2022/051

Geneva, 4 July 2022

CONCERNING:

## International workshop on legal acquisition findings

### Mandate

1. Recognizing the importance of legal acquisition findings, the Conference of the Parties at its 18th meeting (CoP18, Geneva, 2019) adopted Decision 18.123 on *Guidance for making legal acquisition findings* as follows:

#### ***Directed to the Secretariat***

**18.123** *The Secretariat shall:*

- a) *issue a Notification to the Parties requesting input pursuant to paragraph b) of Decision 18.122;*
- b) *report to the Standing Committee on the progress made in the implementation of Resolution Conf. 18.7 on the basis of information, experiences and examples submitted by the Parties;*
- c) *subject to external funding, maintain a dedicated webpage regarding the verification of legal acquisition on the CITES website and update it regularly; and*
- d) *subject to external funding, organize workshops and other capacity-building activities related to the implementation of Resolution Conf. 18.7 and disseminate training material for the verification of the legal acquisition of CITES specimens.*

### Date and venue

2. Pursuant to Decision 18.123 paragraph d), the Secretariat hereby informs the Parties that an international workshop on legal acquisition findings will be held in [St Anne's College \(University of Oxford\), Woodstock Road, Oxford, OX2 6HS, United Kingdom](#) on **Tuesday 30 August, Wednesday 31 August and the morning of Thursday 1 September 2022**. The Secretariat is very grateful for the financial, technical and logistical support provided by the United Kingdom of Great Britain and Northern Ireland.

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

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[cites.org](https://www.cites.org)

### Information on the workshop

3. The workshop will be conducted in the three official languages of the Convention: English, French and Spanish. It is expected that the plenary sessions will be livestreamed.
4. In view of the specialized nature of the workshop, the Secretariat respectfully suggests that any Party wishing to be represented at the meeting nominate as its representative a person with practical knowledge about the making of legal acquisition findings, or an experienced member of a national CITES Management Authority. The Secretariat urges Parties to consider nominating experts with the required skills and a good understanding of the needs of CITES Parties to verify the legality of CITES authorized transactions.
5. The objective of the workshop is to facilitate the discussion and exchange among the Parties to the Convention regarding the implementation of Resolution Conf. 18.7 on *Legal acquisition findings*, including training and practical tools for the verification of legal acquisition of CITES specimens. Parties will be provided with an opportunity to contribute to refining the content of the *Rapid Guide on Legal Acquisition Findings* annexed to document [SC74 doc. 40](#) that will be presented to the Conference of the Parties at its 19th meeting (CoP19, Panama City, 2022). The workshop also aims to allow Parties to provide their views on the potential use and content of a digital application to be developed to further assist Parties in the automatization of relevant steps.
6. In preparing for this workshop, Parties are invited to respond to the questionnaire annexed to [Notification No. 2022/049](#). Please be aware that responding to the questionnaire is important to ensure the good quality of the workshop. The information collected will be analyzed and will help the Secretariat prepare the background documentation for the workshop.
7. The expected outcome of this workshop is enhanced understanding and application of tools for the verification of legal acquisition of specimens of CITES-listed species. It is also expected that the rapid guide content and digital application concept mentioned in paragraph 5 above will be refined.

### Registration

8. Governmental and non-governmental stakeholders planning to participate in the workshop must be accredited by the CITES Secretariat. The following participants may attend or be represented: Parties to the Convention, members of United Nations specialized agencies; intergovernmental organizations (IGOs); non-governmental organizations (NGOs) and major groups, as well as other relevant stakeholders.
9. The Secretariat encourages the participation of CITES Management Authorities that have developed or are developing methodologies, practical tools, legislative information, forensic expertise and other resources for making legal acquisition findings, taking into account the principle of equitable geographical representation. Eligible representatives of organizations technically qualified in the design of legality verification systems and making of legal acquisition findings (academics, private sectors, certification bodies, NGOs, etc.) are also encouraged to participate.
10. Interested CITES authorities, IGOs, NGOs, major groups and other stakeholders should communicate via email to the CITES Secretariat their participation in the workshop. An electronic copy of a letter signed by an authorizing official containing the names and functional titles of the designated representatives should be addressed to Ms. Penelope Benn, email: [penelope.benn@un.org](mailto:penelope.benn@un.org) as soon as possible, but preferably no later than **31 July 2022**. Participants requiring visas should also indicate this, along with their nationality. The number of places available is limited.

### Visas

11. The Secretariat reminds Parties and organizations that their representatives may require visas. They may wish to submit a copy of this Notification together with their visa application to their nearest visa application centre. In addition, pre-registered participants who require a letter from the Secretariat to assist them in obtaining an entry visa for the United Kingdom should send their request well in advance, providing detailed information about their travel to Oxford. All participants are responsible for obtaining any visas that may be required and for the costs involved.

12. In the interest of ensuring that all visas are delivered on time, the Secretariat strongly encourages that applications be made as soon as possible. Participants are also kindly requested to fill out the attached [event participant table](#) and send it to Ms. Penelope Benn, email: [penelope.benn@un.org](mailto:penelope.benn@un.org), to enable visa processing and delivery.

### **Accommodation**

13. All participants are requested to make their own accommodation bookings. St Anne's College has a number of single en-suite rooms available on 29, 30 and 31 August 2022 which can be booked via their [website](#). There are equally several hotels situated in the vicinity of the venue.

### **Financial Assistance and Sponsorship**

14. Participants from eligible countries could be sponsored upon written request, based on the availability of external funds and the criteria used for the sponsored delegates project. Such written requests will need to be accompanied by a copy of the participant's passport and filled-out attached [HR mini-master form](#) (only parts A and C) to be sent to Ms. Penelope Benn, email: [penelope.benn@un.org](mailto:penelope.benn@un.org) by **12 July 2022**. *Please note that the deadline for sponsorship is BEFORE the registration for those participants who do not require sponsorship.*