



NOTIFICATION TO THE PARTIES

No. 2023/073

Geneva, 5 July 2023

CONCERNING:

Call for nomination of government officials:
Meeting of jaguar range States

1. The Secretariat hereby informs Parties that the *Meeting of jaguar range States* mandated by Decision 19.111 will be held in Cuiaba, Brazil, from **18 to 22 September 2023**.
2. In accordance with Decision 19.111, the meeting will be hosted by the Government of Brazil and organized in cooperation with the Secretariat of the Convention on Migratory Species (CMS) and the Coordination Committee for the Jaguar 2030 Conservation Roadmap for the Americas led by the United Nations Development Programme (UNDP). A Steering Committee was established to cooperate in the planning and organization of the meeting, chaired by Brazil and composed of the CITES and CMS Secretariats, UNDP and other members of the Coordination Committee for the Jaguar 2030 Roadmap. The Permanent Secretariat of the Amazon Cooperation Treaty Organization has agreed to provide technical and logistical support in the organization of the meeting.
3. Each Party that is a range State of an extant population of the jaguar is entitled to be represented at the meeting by a representative and an alternate representative, who shall be government officials designated to attend by the Management Authority of the Party that they represent. Given the capacity of the venue and the number of places available, a limited number of observers representing other Parties and organizations (including donors) will be admitted.
4. Following the recommendations of the Steering Committee, the Secretariat will invite former range States, relevant intergovernmental organizations and other technical experts to attend the meeting as observers at their own cost.
5. The Secretariat and its partners welcome all interested range States, representatives of United Nations specialized agencies; intergovernmental organizations (IGOs); non-governmental organizations (NGOs), indigenous people and local communities and major groups, as well as other relevant stakeholders to participate in the meeting. Logistical details are provided below.
6. The Secretariat is grateful to Brazil for agreeing to host the meeting, to the Governments of Switzerland and of the United Kingdom of Great Britain and Northern Ireland for their financial support and to the Permanent Secretariat of the Amazon Cooperation Treaty Organization for providing technical and logistical assistance.

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

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Mandate

7. The CITES Secretariat is convening this first meeting of the jaguar range States with the aim of implementing Decision 19.111. Consultations should focus on the development of a proposal to establish a long-term system for monitoring the illegal killing of jaguars, associated illegal trade in their parts and derivatives, and other key aspects related to jaguar conservation, and on the purposes and characteristics of demand for illegal jaguar body parts in destination countries which constitute a key area for further investigation.
8. Decision 19.111 provides as follows:

Directed to the Secretariat, in cooperation with the Secretariat of the Convention on Migratory Species and the Coordination Committee for the 2030 Jaguar Conservation Roadmap for the Americas led by the United Nations Development Programme

The Secretariat shall, subject to the availability of external funding, cooperate with the Secretariat of the Convention on Migratory Species and the Coordination Committee for the 2030 Jaguar Conservation Roadmap for the Americas led by the United Nations Development Programme with a view to:

- a) *integrate and align conservation efforts, demand reduction strategies, behaviour change and livelihood alternatives to prevent illegal killing of jaguars and associated illegal trade in jaguar part and derivatives;*
- b) *develop a proposal for establishing a long-term system for monitoring illegal killing of jaguars, associated illegal trade in their part and derivatives and other key aspects related to jaguar conservation, including engagement of local communities and indigenous peoples in the monitoring and gender-based approaches as appropriate;*
- c) *convene a meeting of jaguar range States to:*
 - i) *identify opportunities for cross-border collaboration and regional cooperation, joint actions, and resource mobilisation aimed at reducing habitat loss, habitat fragmentation and human-animal conflict, and preventing the illegal killing of and illegal trade in jaguars;*
 - ii) *review options for an intergovernmental platform aimed to support jaguar conservation and combating the poaching and illegal trade in jaguars through a continental action plan;*
 - iii) *review the Secretariat's proposal for establishing a long-term system for monitoring poaching and other key aspects related to jaguar conservation, referred to under paragraph b) of the present Decision; and*
 - iv) *promote the reporting of any illegal domestic and international trade in jaguar specimens in CITES annual illegal trade reports in accordance with Resolution Conf. 11.17 (Rev. CoP19) on National reports.*

Date and venue

9. The meeting will be held at the conference room of the [Hotel Deville Prime Cuiaba](#), in Cuiaba, Brazil, from **Monday 18 to Friday 22 September 2023**.

Information on the meeting of jaguar range States

10. In accordance with the mandate described in paragraph 8 above, the **objectives** of the meeting are to:

- a) identify opportunities for cross-border collaboration and regional cooperation, joint actions, and resource mobilization aimed at reducing habitat loss, habitat fragmentation and human-wildlife conflict, and preventing the illegal killing of and illegal trade in jaguars;
- b) integrate and align conservation efforts, demand reduction strategies, behaviour change and livelihood alternatives to prevent illegal killing of jaguars and associated illegal trade in jaguar parts and derivatives;
- c) review options for an intergovernmental platform aimed to support jaguar conservation and combating the poaching and illegal trade in jaguars through a continental action plan;
- d) develop a proposal for establishing a long-term system for monitoring illegal killing of jaguars, associated illegal trade in their parts and derivatives, and other key aspects related to jaguar conservation, including engagement of local communities and indigenous peoples in the monitoring and gender-based approaches as appropriate. This includes:
 - i) reviewing the Secretariat's proposal for establishing a long-term system for monitoring poaching and other key aspects related to jaguar conservation, referred to under paragraph b) of the present Decision; and
 - ii) promoting the reporting of any illegal domestic and international trade in jaguar specimens in CITES annual illegal trade reports in accordance with Resolution Conf. 11.17 (Rev. CoP19) on *National reports*.
- e) introduce participants to the study on [the illegal trade in jaguars](#) (also available in [Spanish](#)).

11. The **expected outcomes** of the meeting for consideration of the range States are:

- a) identifying main elements/criteria for establishing a long-term system for monitoring illegal killing of jaguars, associated illegal trade in their parts and derivatives, and other key aspects related to jaguar conservation;
- b) agreeing upon standard criteria for prioritizing jaguar landscapes and developing priority landscapes with emphasis on transboundary areas (mapping exercise);
- c) enabling participants to clearly understand the complementarity between CITES, CMS and the Jaguar 2030 Roadmap with a particular focus on pathways to synergistic implementation of international jaguar-related commitments, including on the identification of jaguar conservation units, jaguar corridors, sustainable financing opportunities, demand reduction and information systems;
- d) enhancing participants' knowledge on sustainable financing mechanisms for jaguar conservation and prevention of illegal killing of jaguars and related trafficking (e.g., including access to GEF funding, innovative finance mechanisms, etc.);
- e) providing information to the CITES Secretariat on the measures and activities they undertook to implement the actions directed to them under Decision 19.110. A questionnaire requesting range States to provide relevant information will be sent in a separate Notification to the Parties together with the invitations for two online preparatory meetings. The objective of the online meetings is to review the draft agenda for the meeting and to hold relevant preparatory discussions pertaining to the meeting's content in advance of the in-person meeting;

- f) promoting the overall common goal of conserving jaguars and achieving the Sustainable Development Goal targets 13, 15, 16 and 17, as well as contributing to the implementation of the Kunming-Montreal Global Biodiversity Framework (GBF).

Information on participation

12. The meeting is designed for jaguar range State Parties and will be conducted in **Spanish and English**, two of the three official languages of the Convention. Interpretation services will be provided.
13. The meeting will be **in-person only**, without the possibility of online participation.
14. The Secretariat is very pleased to inform prospective participants that the costs for travel, transportation, and accommodation of **two representatives from each jaguar range State** eligible for sponsorship will be covered by the Secretariat. The 16 jaguar range States eligible for sponsorship are: Argentina, Belize, Bolivia (Plurinational State of), Colombia, Costa Rica, Ecuador, Guatemala, Guyana, Honduras, Mexico, Nicaragua, Panama, Paraguay, Peru, Suriname, and Venezuela (Bolivarian Republic of).
15. The costs for the participation of additional representatives from the range States, as well as of any other Party or representatives of United Nations specialized agencies; intergovernmental organizations (IGOs); non-governmental organizations (NGOs), indigenous people and local communities and major groups, as well as other relevant stakeholders wishing to participate in the workshop, will **not** be covered by the Secretariat.
16. In view of the specialized nature of the meeting, the Secretariat urges the Parties participating in the meeting to nominate at least **one representative from the national CITES Management Authority and one representative from the Scientific Authority or an enforcement agency**. Gender balanced representation should have also practical knowledge and experience in the following subjects: jaguar conservation and relevant policies, CITES and CMS obligations, law enforcement, statistics, information systems, sustainable finance, gender issues and demand reduction with a focus on jaguars.

Registration

17. Governmental, intergovernmental, and non-governmental stakeholders planning to participate in the meeting must be accredited by the CITES Secretariat.
18. Interested CITES authorities, IGOs, NGOs, indigenous people and local communities and major groups and other stakeholders should communicate via email to the CITES Secretariat their wish to participate in the meeting. An electronic copy of a letter signed by an authorized official containing the names, functional titles, and contact details of each of the designated representatives should be addressed to Ms. Penelope Benn (email: penelope.benn@cites.org) and Mr. Juan Carlos Vasquez (email: juan.vasquez@cites.org) as soon as possible, but preferably no later than **24 July 2023**. Participants requiring visas should also indicate this, along with their nationality. The number of places available is limited.

Visas

19. 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 Brazil should send their request well in advance, providing detailed information about their travel to Brazil.
20. All participants are responsible for obtaining any visas that may be required and for the costs involved.

21. The Secretariat will send a Note Verbale to the Ministry of Foreign Affairs' Immigration Division providing the full name and passport number of all the participants. The Ministry of Foreign Affairs of Brazil will then reach out to their consulates in order to facilitate the procedures. Visa requests could be submitted to any Brazilian consulate, regardless of the country of origin or country of residence of the visa applicant.

Travel and Accommodation

22. After confirmation of registration, the Permanent Secretariat of the Amazon Cooperation Treaty Organization will make the accommodation bookings for the registered participants from the 16 range States at the Hotel Deville Prime Cuiaba in Cuiaba, Brazil, which is the same venue where the meeting will take place.
23. All other participants are requested to make their own accommodation bookings.
24. The Secretariat is very grateful to the Permanent Secretariat of the Amazon Cooperation Treaty Organization for the continued partnership and for agreeing to assist the Secretariat in the organization of this meeting, as well as for the technical and logistical support.

Sponsored participants

25. Participants from eligible Parties could be sponsored upon written request to the CITES Secretariat, based on the availability of external funds. Such written requests will need to be accompanied by an official nomination letter, a copy of the participant's valid passport and the [attached HR Mini-Master form](#) (Parts A, B and C filled-out in full). These documents must be sent to Ms. Penelope Benn (email: penelope.benn@cites.org) by **24 July 2023**. By applying for financial support, you confirm that neither your government, organization or any other organization or individual is funding your participation in the meeting.
26. An economy-class return air ticket for the most economic route will be provided by the CITES Secretariat to all sponsored participants. If participants choose to travel by a different route, all additional costs will be at their own expense. Travel arrangements cannot be made until the official nominations and documentation outlined above have been received.
27. Sponsored participants will receive a Daily Subsistence Allowance (DSA) and terminal expenses for the duration of the meeting, in accordance with the United Nations' rules on DSA. DSA is meant to cover expenses for accommodation, transportation, meals and other incidental costs, including visa costs, during the period of the meeting.

Non-sponsored participants

28. Travel and accommodation arrangements need to be made by individual non-sponsored participants.

Health

29. The United Nations assumes that the participants are in good health and have no illness or disability that might prevent them from travelling to or participating in the meeting. It is the participant's responsibility to inform the CITES Secretariat of any such health impediment.

Travel and medical insurance

30. All participants are recommended to have valid travel and medical insurance covering the period of their stay in Brazil. Participants are responsible for the cost of medical attention at any public or private institutions.

31. The CITES Secretariat and the United Nations Environment Programme (UNEP) disclaim all responsibility for medical, accident and travel insurance, for compensation for death or disability, for loss of or damage to personal property and for any other loss that may be incurred during travel time or the period of participation. In this context, it is strongly recommended that participants secure, prior to departure, international medical insurance for the period of participation.
32. Neither the CITES Secretariat, UNEP, nor the host government or the donor shall be responsible for the costs involved in case of accident or illness. It is each participant's responsibility or that of their government or organization to ensure that they obtain adequate travel insurance before travelling to Brazil.