

NOTIFICATION TO THE PARTIES

No. 2025/103

Geneva, 1 September 2025

CONCERNING:

Invitation to webinars on CITES annual illegal trade reporting
and the CITES illegal trade database

1. At its 19th meeting (CoP19; Panama City, 2022), the Conference of Parties adopted Decision 19.80, paragraph b), on *Annual illegal trade reports*, as follows:

Directed to the Secretariat

19.80 *Subject to the availability of external funds, the Secretariat shall:*

[...]

- b) engage in efforts to support improving overall submission rates of annual illegal trade reports by Parties in accordance with Resolution Conf. 11.17 (Rev. CoP19) on National reports, and to improve the quality of data submitted through better use of the Guidelines for the preparation and submission of the CITES annual illegal trade report.*

2. In accordance to the above and following webinars organized in March 2025 with interpretation in French and Spanish, the Secretariat invites Parties to two webinars on the completion of [CITES annual illegal trade reports](#), using the [Guidelines for the preparation and submission of the CITES annual illegal trade report](#). Organized in collaboration with the United Nations Office on Drugs and Crime (UNODC), these webinars will provide guidance and share information on the use of data recorded in the [CITES illegal trade database](#) through its data dissemination platform.

Target audience

3. Representatives of CITES Management Authorities, customs, police and any other national agencies responsible for wildlife law enforcement are encouraged to participate in the webinars. Participation is restricted to representatives from governmental authorities only and all nominated participants should be verified by the CITES Management Authority of the Party. In line with Goal 5 of the Sustainable Development Goals regarding gender equality, the Secretariat encourages the participation of women representatives in the webinars.

Organization and registration

4. The first webinar will take place in English with Arabic interpretation on the Zoom platform on the following date and time:

Thursday 2 October 2025, 12:30 CET

5. The second webinar will take place in English with Russian interpretation on the Zoom platform on the following date and time:

Wednesday 8 October 2025, 11:00 CET

6. The CITES Management Authority of each Party is kindly requested to share the present Notification with relevant law enforcement authorities in the country dealing with wildlife crime (e.g. customs, police and any other national agencies responsible for wildlife law enforcement), and to nominate verified participants wishing to register for the webinar(s) to UNODC no later than **30 September 2025**.
7. When submitting nominations, please include the following details in an e-mail to unodc-wildlifecrime@un.org, with maroun.abi-chahine@cites.org copied, and the subject line: *"Webinars on CITES annual illegal trade reporting"*:
 - Party;
 - First name and last name of each participant;
 - E-mail address of each participant;
 - Authority each participant represents;
 - Date of the specific webinar the participant wishes to attend.
8. Please note that there is no limit to the number of participants a Party may nominate to participate.
9. All registered and verified participants will receive a link to the meeting and further information in advance of the webinar.
10. For questions relating to registration, please write to UNODC (unodc-wildlifecrime@un.org).