1. This document has been prepared by the Secretariat.

Background

2. The Secretariat uses the CITES Trust Fund to support the participation of committee members in the meetings of the permanent committees in accordance with Resolutions Conf. 11.1 (Rev. CoP15) and Conf. 15.1.

3. In Resolution Conf. 11.1 (Rev. CoP15), on Establishment of committees [in paragraph h) under the first ‘Resolves’)], the Conference of the Parties resolves that:

   to the extent possible, the Secretariat shall make provision for the payment, if requested, of reasonable and justifiable travel expenses of members, including attendance at the relevant committee meetings, and other expenses of the Chairs of the Standing Committee, the Animals Committee and the Plants Committee, for representatives from developing countries, countries with economies in transition and small island developing states.

4. In Resolution Conf. 15.1, on Financing and the costed programme of work for the Secretariat for the biennium 2012-2013 (under the third ‘Decides’), the Conference of the Parties decides that:

   the CITES Trust Fund should not be used to cover travel costs and per diem of committee members and other representatives of developed countries.

5. The Secretariat assumes that the decision recorded in Resolution Conf. 15.1 is an extension of the principle recorded in Resolution Conf. 11.1 (Rev. CoP15). This implies that the only Parties whose committee members and representatives whose travel costs would not be covered from the Trust Fund are those from developed countries. Currently, however, there is no agreement as to which countries should be considered as ‘developed’. The result is that the Secretariat continues to receive requests for support from committee members or representatives who, by some indicators, are considered to be from such countries. It must then justify its decision to refuse to support them. It would be preferable if the rules relating to eligibility for support were clear for all Parties.

6. For determining which countries are considered to be ‘developed’, and therefore ineligible to receive support to attend a committee meeting, the Secretariat has in the past referred to several lists that categorize countries into different groups. In particular, it has consulted the Human Development Index (HDI) of the United Nations Development Programme (UNDP), and taken into account which countries are included in the categories “Very High Human Development” and “High Human Development” (see Annex 1). It has also used membership of the Organisation for Economic Co-operation and Development (OECD) as an indicator that a country should be considered as ‘developed’ (see Annex 2).

7. This is in accordance with the approach taken by UNEP, which provides financial support, upon request, to facilitate participation of delegates from developing countries in UNEP-organized meetings, provided that funds for this purpose are made available by the donors. As there is no agreed list of developing and
developed countries, the membership of OECD is considered as an indicator of the status of developed countries only for the purpose of determining provision of financial support. Therefore, UNEP does not entertain requests for financial support from countries that are members of OECD.

8. In an attempt to harmonize its approach with that of other biodiversity-related conventions, the CITES Secretariat asked a number of other secretariats for information on the approach that they take in relation to the allocation of funds to support participation in meetings. The results can be summarized as follows:

**Convention on Biological Diversity (CBD):**

The Parties to CBD have agreed on guidelines for the allocation of travel funds for delegates attending CBD meetings, as contained in Annex 3 to the present document.

**Convention on Migratory Species of Wild Animals (CMS):**

In paragraph 8 of its Resolution 9.14 on financial and administrative matters, the Parties to CMS agree to:

- set the threshold of eligibility for funding delegates to attend the Convention’s meetings at 0.200 per cent on the United Nations scale of assessment in the following order of priority for the allocation of funding:
  - (a) Countries lowest on the scale, and others with no unpaid pledges to the Convention, in ascending order up to the 0.200 per cent threshold;
  - (b) Countries with unpaid pledges to the Convention in ascending order on the scale, up to the 0.200 per cent threshold; and
  - (c) Non-Party developing countries, Range States and countries actively preparing accession that had not previously received a subsidy to attend a meeting of the Conference of the Parties to the Convention.

**Ramsar Convention on Wetlands:**

The Secretariat of Ramsar considers all countries on the “DAC list of ODA Recipients” of OECD as eligible to receive support to attend official meetings of the Convention (DAC: Development Assistance Committee; ODA: Official Development Assistance).

9. The Secretariat would now like to publish, for the sake of transparency and for the information of all Parties, the criteria for determining which are the countries whose representatives or committee members are eligible (or not eligible) to receive financial support to attend committee meetings.

10. In view of the reference to ‘developed countries’ in Resolution Conf. 15.1, the Secretariat favours the continued use of the HDI to identify the countries eligible to receive financial support because it uses four criteria of development, including ‘gross national income per capita’, whereas the DAC list of ODA recipients uses only the latter criterion.

**Recommendation**

10. The Secretariat proposes that, for the purpose of determining the will of the Conference of the Parties as expressed in Resolutions Conf. 11.1 (Rev. CoP15) and Conf. 15.1 (and their successors), the Parties whose committee members and other representatives will be supported from the Trust Fund be:

- a) all Parties not included in the ‘Very High Human Development’ and ‘High Human Development’ categories of the UNDP HDI; and
- b) all Parties in the UN List of Small Island Developing States.

11. The Standing Committee is requested to endorse this proposal or, otherwise, to indicate the criterion that should be used.
### UNDP Human Development Index – 2010 Rankings

#### Very High Human Development

1. Norway  
2. Australia  
3. New Zealand  
4. United States  
5. Ireland  
6. Liechtenstein  
7. Netherlands  
8. Canada  
9. Sweden  
10. Germany  
11. Japan  
12. Korea (Republic of)  
13. Switzerland  
14. France  
15. Israel  
16. Finland  
17. Iceland  
18. Belgium  
19. Denmark  
20. Spain  
21. Hong Kong, China (SAR)  
22. Greece  
23. Italy  
24. Luxembourg  
25. Austria  
26. United Kingdom  
27. Singapore  
28. Czech Republic  
29. Slovenia  
30. Andorra  
31. Slovakia  
32. United Arab Emirates  
33. Malta  
34. Estonia  
35. Cyprus  
36. Hungary  
37. Brunei Darussalam  
38. Qatar  
39. Bahrain  
40. Portugal  
41. Poland  
42. Barbados  
43. Bahamas  
44. Lithuania  
45. Chile  
46. Argentina  
47. Kuwait  
48. Latvia  
49. Montenegro  
50. Romania  
51. Croatia  
52. Uruguay  
53. Libya  
54. Panama  
55. Saudi Arabia  
56. Mexico  
57. Malaysia  
58. Bulgaria  
59. Trinidad and Tobago  
60. Serbia  
61. Belarus  
62. Costa Rica  
63. Peru  
64. Albania  
65. Russian Federation  
66. Kazakhstan  
67. Azerbaijan  
68. Bosnia and Herzegovina  
69. Ukraine  
70. Iran (Islamic Republic of)  
71. The former Yugoslav Republic of Macedonia  
72. Mauritius  
73. Brazil  
74. Georgia  
75. Venezuela  
76. (Bolivarian Republic of)  
77. Armenia  
78. Ecuador  
79. Belize  
80. Colombia  
81. Jamaica  
82. Tunisia  
83. Jordan  
84. Turkey  
85. Algeria  
86. Fiji  
87. Turkmenistan  
88. Dominica  
89. China  
90. El Salvador  
91. Sri Lanka  
92. Thailand  
93. Gabon  
94. Suriname  
95. Bolivia  
96. Paraguay  
97. Philippines  
98. Botswana  
99. Moldova  
100. Mongolia  
101. Egypt  
102. Uzbekistan  
103. Micronesia (Federated States of)  
104. Guyana  
105. Namibia  
106. Honduras  
107. Maldives  
108. Indonesia  
109. Kyrgyzstan  
110. South Africa  
111. Syrian Arab Republic  
112. Tajikistan  
113. Viet Nam  
114. Morocco  
115. Nicaragua  
116. Guatemala  
117. Equatorial Guinea  
118. Cape Verde  
119. India  
120. Timor-Leste  
121. Swaziland  
122. Lao People's Democratic Republic  
123. Solomon Islands  
124. Cambodia  
125. Pakistan  
126. Congo  
127. São Tomé and Príncipe  
128. Kenya  
129. Bangladesh  
130. Ghana  
131. Cameroon  
132. Myanmar  
133. Yemen  
134. Benin  
135. Madagascar  
136. Mauritania  
137. Papua New Guinea  
138. Nepal  
139. Togo  
140. Comoros  
141. Lesotho  
142. Nigeria  
143. Uganda  
144. Senegal  
145. Haiti  
146. Angola  
147. Djibouti  
148. Tanzania (United Republic of)  
149. Côte d'Ivoire  
150. Zambia  
151. Gambia  
152. Rwanda  
153. Malawi  
154. Sudan  
155. Afghanistan  
156. Guinea  
157. Ethiopia  
158. Sierra Leone  
159. Central African Republic  
160. Mali  
161. Burkina Faso  
162. Liberia  
163. Chad  
164. Guinea-Bissau  
165. Mozambique  
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167. Niger  
168. Congo (Democratic Republic of the)  
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PROCEDURE FOR THE ALLOCATION OF FUNDING FROM THE SPECIAL VOLUNTARY TRUST FUND (BZ) FOR FACILITATING PARTICIPATION OF PARTIES IN THE CONVENTION PROCESS

1. The procedure should aim at the full and active participation of developing country Parties, in particular the least developed countries and small island developing States, as well as Parties with economies in transition in the activities of the Convention to improve the legitimacy of Convention decisions and encourage the implementation of the Convention at local, national, regional and international levels.

2. The procedure for the participation of eligible delegates in meetings under the Convention should give priority to least developed countries and small island developing States and thereafter aim at ensuring adequate representation of all eligible country Parties. It should continue to be guided by the established United Nations practice.

3. The Secretariat should notify Parties as soon as possible and preferably six months in advance, of the dates and venue of the CBD meetings.

4. Following the dispatch of a notification, eligible Parties should be invited to inform, through official channels of communication, the Secretariat as soon as possible and no later than three months before the meeting whether funding is requested;

5. Based on the availability of financial resources and the number of requests received, the Secretariat shall prepare a list of sponsored delegates. The list shall be established in accordance with paragraphs 1 and 2 above with a view of ensuring adequate geographical representation of eligible regions with priority given to the least developed countries and small island developing States;

6. In accordance with paragraph 22 of decision VIII/31 of the Conference of the Parties, the Secretariat should, four (4) weeks in advance, notify the eligible countries that would not be sponsored, inviting them to seek other alternative sources of funding.

7. The Executive Secretary is invited to continue liaising with the Executive Director of UNEP with a view to ensuring a waiver on the 13 per cent administrative charges on the Trust Fund to Facilitate the Participation of Developing Countries with the understanding that the additional money secured will be used to enhance the representation of eligible Parties.