Original language: English

CONVENTION ON INTERNATIONAL TRADE IN ENDANGERED SPECIES  
OF WILD FAUNA AND FLORA  
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Sixty-ninth meeting of the Standing Committee  
Geneva (Switzerland), 27 November -1 December 2017

Minutes of the meeting of the CITES Working Group on electronic systems and information

technologies

Date and location: Wednesday 29 November, 18:00 – 19:30, CICG, Geneva, Switzerland

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| Agenda item | Minutes |
| 1. Welcome by the Chair | The Chair welcomed the participants.  The Standing Committee established the intersessional working group on electronic systems and information technologies with membership as follows: Switzerland (Chair), Australia, Bahamas, Canada, China, France, Georgia, Germany, Guatemala, Japan, Kenya, Kuwait, Malaysia, Norway, Portugal, Republic of Korea, Russian Federation, Singapore, Saudi Arabia, South Africa, Switzerland, Thailand, Uganda, United Arab Emirates, United Kingdom of Great Britain and Northern Ireland, United States of America, and Viet Nam; and Associazione Piscicoltori Italiani, Environmental Investigation Agency, International Wood Products Association, Legal Atlas, United Nations Economic Commission for Europe and United Nations Environment Programme. |
| 1. Adoption of the agenda | The agenda was adopted. |
| 1. Work programme of the Working Group on electronic systems and information technologies | The work programme of the working group as presented in document [SC 69 Doc.40 Annex I](https://cites.org/sites/default/files/eng/com/sc/69/E-SC69-40.pdf)  was approved. |
| 1. Framework for automation of CITES processes in Management Authorities | The Secretariat presented the [eCITES Implementation Framework](https://cites.org/sites/default/files/eng/prog/e/eCITES_Implementation_Guide.pdf).  Benefits of using an eCITES Framework to plan and implement eCITES projects (reduction of project risk, use of standard solutions, better access to donor funding) were discussed. Parties should consider the implementation framework when planning eCITES projects. The Working Group is invited to send comments to the document.  Action: Secretariat to circulate the document to the WG for comments |
| 1. The ASYCUDA eCITES solution for automaton of the permit process | [Automation of CITES procedures](https://cites.org/sites/default/files/eng/prog/e/eCITES_policy_briefing.pdf)  UNCTAD presented the ASYCUDA eCITES system (ACITES). The system can be configured to the specific requirements and workflow of the MA. UNCTAD provides the system through a technical cooperation project with the implementing country. A project includes adaptation of the system to the national requirements and capacity building for sustained use by the country. The Secretariat assists Parties in ASYCUDA eCITES implementations. Interested Parties should contact the Secretariat. |
| 1. Discussion on the implementation of eCITES  * Questionnaire on electronic systems and information technologies for CITES Management * Experiences and priorities of Parties | This agenda item was not discussed due to lack of time. The Secretariat provides the presentation that had been prepared on this agenda item on the eCITES website. A summary of the survey is available in document |
| 1. Next meeting: priorities and date and venue | The next physical meeting of the working group will be at SC70. In the meantime the WG will be working electronically via e-Mail. |