Annex

**Questionnaire on the development of an Integrated CITES
capacity-building framework**

|  |
| --- |
| **Contact Details** |
| **For Parties:** |
| Name of country |  |
| Ministry/Department |  |
| Are you… | [ ]  Management Authority [ ]  Scientific Authority [ ]  Enforcement focal point |
| **For other entities:** |
| Name of organization |  |
|  |  |
| **For all respondents:** |
| Contact person |  |
| Email |  |

|  |
| --- |
| **Consideration for an integrated CITES capacity building framework** |
|

|  |  |  |
| --- | --- | --- |
| **Q1.** Do you think an integrated framework for CITES capacity building would help you better plan, prioritize, and coordinate capacity-building efforts?*(If you answered “No”, please jump to Q13.)* | YES[ ]  | NO[ ]  |

 |
| **Q2.** If Yes, what should be included in an integrated framework for CITES capacity building? (You can choose more than one) |
| [ ]  | 1. A common “language” – e.g. specifications for system requirements, terminology, methodology
 |
| [ ]  | 1. An approach to capacity needs assessment
 |
| [ ]  | 1. A “concept model” that maps the necessary elements for any Party to implement CITES
 |
| [ ]  | 1. A monitoring and evaluation tool that helps identify gaps preventing a Party from meeting CITES compliance and implementation
 |
| [ ]  | 1. Performance indicators associated with goals and objectives from the CITES Strategic Vision
 |
| [ ]  | 1. A resource tracking tool to track resource inputs including donor activities
 |
| [ ]  | 1. Potential capacity building strategies and key activities that can be employed
 |
| [ ]  | 1. Other (please specify):
 |

|  |
| --- |
| **Needs Assessments** |
| **Q3.** Who should conduct the CITES capacity needs assessments? (You can choose more than one) |
| [ ]  | 1. Parties (self-assessment)
 |
| [ ]  | 1. Other Parties (peer review)
 |
| [ ]  | 1. Secretariat
 |
| [ ]  | 1. Third party, or other (please specify):
 |
| **Q4.** What data should be used to conduct the needs assessments? (You can choose more than one) |
| [ ]  | 1. CITES implementation reports
 |
| [ ]  | 1. Party status under CITES compliance mechanisms
 |
| [ ]  | 1. Direct expression of interest by Parties
 |
| [ ]  | 1. Other (please specify):
 |

|  |
| --- |
| **A Concept model for CITES Capacity Building (refer CoP18 Doc. 21.3 Annex 3)** |
| **Q5.** Please provide examples of capacity building efforts in your country that may inform the development of a concept model for integrated CITES capacity building. Please include how the need was identified, participating parties/stakeholders, the specific activity undertaken and measurable results of the activity. |
|  |
| **Q6.** Please provide any recommendations or comments on the draft Conceptual Framework for CITES Capacity Building presented in document [CoP18 Doc. 21.3](https://cites.org/sites/default/files/eng/cop/18/doc/E-CoP18-021-03.pdf) Annex 3 (attached to this questionnaire). |
|  |

|  |
| --- |
| **Management of Resource Tracking Tools and Indicators (refer CoP18 Doc. 21.3 Annex 4)** |
|

|  |  |  |
| --- | --- | --- |
| **Q7.** Do you think a resource tracking tool is necessary?*(If you answered “No”, please jump to Q13.)* | YES[ ]  | NO[ ]  |

 |
| **Q8.** If yes, what would you like to use the tracking tool for? (You can choose more than one) |
| [ ]  | 1. Tracking the donors’ capacity-building support activities
 |
| [ ]  | 1. Tracking the progress of recipient Parties’ capacity building activities
 |
| [ ]  | 1. Tracking the progress of Parties’ capacity building efforts towards certain objectives/activities using resources provided
 |
| [ ]  | 1. Co-ordinating activities
 |
| [ ]  | 1. Preventing duplication
 |
| [ ]  | 1. Other (please specify):
 |
| **Q9.** What kind of indicators would be useful when tracking resources? (You can choose more than one) |
| [ ]  | 1. indicators associated with objectives of CITES Strategic Vision
 |
| [ ]  | 1. indicators associated with the Sustainable Development Goals (SDGs)
 |
| [ ]  | 1. indicators associated with the post-2020 Global Biodiversity Framework
 |
| [ ]  | 1. indicators associated with other Multilateral Environmental Agreements
 |
| [ ]  | 1. indicators shown in the document [CoP18 Doc. 21.3](https://cites.org/sites/default/files/eng/cop/18/doc/E-CoP18-021-03.pdf) Annex 4 (attached to this questionnaire)
 |
| [ ]  | 1. Other (please specify):
 |
| **Q10.** How should development and management of the tracking tool be funded?  |
| [ ]  | 1. CITES Core budget
 |
| [ ]  | 1. CITES Extrabudgetary resources
 |
| [ ]  | 1. Third party (to be funded outside of CITES)
 |
| **Q11.** Who should have access to the data? (You can choose more than one) |
| [ ]  | 1. Recipient Parties
 | [ ]  | 1. All Parties
 |
| [ ]  | 1. Donor Parties
 | [ ]  | 1. Everyone (publicly available)
 |
| [ ]  | 1. Secretariat
 | [ ]  | 1. Different versions for the Parties/Secretariat and the public
 |
| **Q12.** Please provide any other recommendations or comments on the draft integrated CITES capacity building framework “Resource Priority Tracking Tool” presented in document [CoP18 Doc. 21.3](https://cites.org/sites/default/files/eng/cop/18/doc/E-CoP18-021-03.pdf) Annex 4 (attached to this questionnaire). |
|  |

|  |
| --- |
| **General capacity building information** |
| **Q13.** Please provide any other concise information, examples, and experiences, including case studies, that can inform the development of a comprehensive capacity-building framework. |
|  |
| **Q14.** Please provide any other ideas, comments or observations in as concise form as possible. |
|  |
| **This is the end of the questionnaire. Thank you very much for your cooperation.** |

CoP18 Doc. 21.3
Annex 3
(English only/Seulement en anglais/Únicamente en inglés)

**CONCEPTUAL FRAMEWORK FOR CITES CAPACITY BUILDING**



CoP18 Doc. 21.3
Annex 4
(English only/Seulement en anglais/Únicamente en inglés)

**Example of a Resource Priority Tracking Tool**

