

## **Convention on International Trade in Endangered Species in Wild Fauna and Flora (CITES)**

### **Additional guidance notes for breeders**

You should read these guidance notes together with the general guidance notes for importers and exporters (GN1), and the general guidance notes for commercial use within the European Union (GN2), where appropriate. Tortoise breeders should also read GN3, while bird of prey breeders should read GN6 and parrot breeders should read GN14, which contain more specific guidance.

These notes are only for guidance and are not a full statement of the law. If you need points of law to be explained, you should get independent legal advice.

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### **1 Introduction**

To use Annex A specimens commercially you must be issued with a certificate. These are generally known as Article 10 exemption certificates. Specimen specific certificates (Article 10s) issued to breeders are valid for all sales and commercial uses. These must be passed on with the specimen to the person buying them.

We may also issue breeders with certificates for certain commonly-bred species, which the breeder can fill in with relevant details when the animals hatch or are born. Again these certificates are passed on with the specimen and are known as Pre-issued or Semi-complete Article 10 certificates.

You must not use any Annex A specimen for commercial purposes unless a valid certificate has been issued, but you do not need certificates to advertise specimens that have not hatched.

### **2 Specimen specific certificates (SSCs)**

You may apply for a certificate to sell any Annex A specimen that has been bred in captivity. These are called Specimen specific certificates (SSCs) and are issued for the specimen not for the breeder. You can get application forms from the enquiries desk, or you can download them from our website at [www.ukcites.gov.uk/license/default.htm](http://www.ukcites.gov.uk/license/default.htm). When you apply please remember the following points :

- You must have valid certificates for the parental stock if they are being used for commercial purposes, for example, breeding for sale.
- The specimens sold must have been bred from parents that were bred in captivity, or from stock that has produced (or is able to produce) second-generation offspring (or further generations) in a controlled environment.
- SSCs cannot be re-issued if they are lost or destroyed. If this happens you will need to re-apply.

You should say whether you need the certificate to authorise:

- buying or offering to buy the specimen for commercial purposes;
- displaying the specimen for commercial purposes;
- using the specimen for commercial gain (including hire); or
- selling, keeping for sale, offering for sale or transporting for sale the specimen.

You may apply for a single certificate that covers all of the above.

### 3 Semi-complete certificates

We may also issue you with a limited number of semi-complete certificates. The number we issue will depend on the particular species. The description, purpose, quantity, CITES appendix and, in exceptional circumstances, the scientific and common name will be left blank **for you to type in** when you sell the specimens.

To qualify for these certificates, you should keep up-to-date breeding records and make them available to us, if necessary. An example of the preferred form is attached.

- The species to which the certificate applies should be entered in boxes 17 and 18.
- Details of any microchips, close-ring numbers or other identifying marks **must be included** in the description box 4.
- Only your name, your reference number and 'UK' will be included in box 1 of the printed certificate.
- **You should complete the certificate which is carbonised, in typescript, and return the pink part to us as soon as you use them.** You should also keep a photocopy for your own records. If you do not return the pink parts to us, we may not issue you with more semi-complete certificates. **You must not complete details** by hand.
- These certificates should stay with the individual specimens when they are sold, and will stay valid for each future sale, as long as the details remain the same.

Semi-complete certificates will not be valid unless you have included all the relevant information.

### 4 Marking requirements

You can only sell live Annex A vertebrates (animals with a backbone) if they are marked as described in the detail of **Guidance Note 2**. In general terms this means a closed ring for captive bred birds, or a microchip for other animals including tortoises.

## **5 Gifts**

There are currently no controls on keeping Annex A specimens for non-commercial purposes, and you do not need a certificate if you plan to give these specimens away. However, if the person receiving the specimen plans to use it for commercial purposes, he or she will need to apply for a certificate for that purpose. We cannot backdate these certificates, so they must apply for them before they receive the specimen. Anyone who receives a specimen as a gift should ask the person who gave it to them for written details of its origin, including details of the parental stock, such as ring numbers and hatch dates, as we will need this information if the new owner ever applies for a certificate.

## **6 Turnaround times and Customer Charter**

We have published a Customer Charter as part of the Government's service initiative to raise standards of public service. We aim to process 90% of licence applications within 15 working days and the remainder within 30 working days. You should allow this amount of time for your application to be processed. Copies of the Customer Charter can be obtained from the Enquiries Desk.

## **7 Release of Information**

Information supplied in applications may be used for the purposes of monitoring compliance of EC Regulation 338/97 and supporting regulations, and in the investigation of possible offences. The information may be passed to HM Revenue & Customs under the provisions of Article 14 of Regulation 338/97 and to the Police and the National Criminal Intelligence Service (NCIS) for the purposes of gathering and analysing intelligence on possible wildlife crimes. Information (including personal data) may also be released on request to other enforcement authorities, under the Environmental Information Regulations, the Code of Practice on Access to Government Information and the Freedom of Information Act 2000.

It is a condition of making an application that you agree to the Department passing on information to these organisations.

## **8 Enquiries desk**

If you have any further questions or would like an application form, you can either contact our enquiries desk below, or download them from the website.

The Department for Environment, Food and Rural Affairs  
Wildlife Licensing and Registration Service  
Floor 1, Zone 17  
Temple Quay House  
2 The Square  
Bristol  
BS1 6EB.

## CITES questions and contact numbers

Phone: 0117 372 8692 (Bird registration and Article 10 applications for birds of prey)

Phone: 0117 372 8691 or 0117 372 8168 (all other Article 10 and all CITES import or export applications)

Fax: 0117 372 8206

E-mail: [wildlife.licensing@defra.gsi.gov.uk](mailto:wildlife.licensing@defra.gsi.gov.uk)

Website: [www.defra.gov.uk/wildlife-countryside/index.htm](http://www.defra.gov.uk/wildlife-countryside/index.htm)

You can also visit: [www.ukcites.gov.uk](http://www.ukcites.gov.uk)

[www.wcmc.org.uk/species/trade/eu/tradereg.html](http://www.wcmc.org.uk/species/trade/eu/tradereg.html)

**Example of the preferred form for breeding records**

<b>1 Your details</b>	<b>2 Animal or bird name</b>
Your name:..... Address and postcode: ..... ..... .....	Scientific name:..... Common name:.....   
<b>3 Identifying markings</b>	
Close-ring, cable-tie or Swiss-ring number: ..... Microchip number: ..... Microchip make (please tick the appropriate box): Identichip <input type="checkbox"/> Trovan <input type="checkbox"/> Avid <input type="checkbox"/> Other <input type="checkbox"/> If 'other', please say below. .....	Other markings or distinguishing features: ..... ..... ..... Address where the animal or bird is kept: ..... .....
<b>4 Other details</b>	

Sex (please tick the appropriate box):

Male  Female

Unknown

Date it hatched or was born:...../...../.....

Number of other animals or birds in this

litter or clutch: .....

Keeper's name for the animal or bird:

.....

Rearing method (please tick the appropriate box):

Parent reared  Hand reared

Foster-parent reared  Ranched

Other

If 'other', please say below

.....

**5 Parentage (if you are not sure who the male parent is please record the following details for each male separately).**

Female parent Scientific name:.....  Common name:.....  Close ring, cable tie or Swiss ring number:.....  Microchip number:.....  Microchip make (please tick the appropriate box): Identichip <input type="checkbox"/> Trovan <input type="checkbox"/> Avid <input type="checkbox"/> Other <input type="checkbox"/> If 'other', please say below.  .....  Origin (please tick the appropriate box): Bred in Captivity <input type="checkbox"/> Disabled wild <input type="checkbox"/> Taken from the wild under licence <input type="checkbox"/> Other <input type="checkbox"/> If 'other', please say below.  .....	Male parent Scientific name:.....  Common name:.....  Close ring, cable tie or Swiss ring number:.....  Microchip number:.....  Microchip make (please tick the appropriate box): Identichip <input type="checkbox"/> Trovan <input type="checkbox"/> Avid <input type="checkbox"/> Other <input type="checkbox"/> If 'other', please say below.  .....  Origin (please tick the appropriate box): Bred in captivity <input type="checkbox"/> Disabled wild <input type="checkbox"/> Taken from the wild under licence <input type="checkbox"/> Other <input type="checkbox"/> If 'other', please say below.  .....
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**6 Fate of the animal**

Please record the fate of the animal or bird by ticking the appropriate box. Died <input type="checkbox"/> (date.../.../....) Sold <input type="checkbox"/> (date.../.../....) Gift <input type="checkbox"/> (date.../.../....) Exported <input type="checkbox"/> (date.../.../....) Other <input type="checkbox"/> (date.../.../....) If 'other', please say below.  .....	Please provide details of who the animal or bird was passed to. Name:.....  Address:..... ..... .....
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**Declaration**

I declare that the information I have given in sections 1 to 6 above is true and correct.

Name:.....

Date:.....

Signature:.....