

Notification 2023/004

8 February 2023

NOTIFICATION TO THE PARTIES

COP 14 DEADLINES FOR NATIONAL REPORTS AND OTHER DOCUMENTS

We would like to remind Parties of the deadlines for the submission of documents for the 14th meeting of the Conference of the Parties (COP14):

- National Reports – 26 April 2023
- Proposals to amend CMS appendices – 26 May 2023
- Documents with a scientific component – 26 May 2023
- Documents without a scientific component – 25 July 2023

A detailed timeline for COP14 documents is available [here](#).

National Reports

Customized online templates are available for all Parties in the CMS Online Reporting System (ORS). Login details and a link to the ORS have been sent to all Respondents of the National Report (normally the CMS National Focal Points) by e-mail. If the email message has not been received, respondents are advised to first check their SPAM folder and, should the communication not be found, alert the Secretariat promptly for assistance at cms.secretariat@cms.int

Guidance on the preparation of other COP Documents

When drafting documents for the consideration of COP14, Parties are requested to follow the guidance notes prepared by the Secretariat available [here](#).

There are three guidance notes:

1. Guidance on Drafting Documents, Resolutions and Decisions
2. Guidance on Drafting Proposals for the Amendment of the Appendices
3. Guidance on Proposals for Concerted Action

<http://www.cms.int/en/news/notifications>

Additional Information and Supporting Materials for the preparation and submission of Listing Proposals

The Standing Committee considered, at its 52nd meeting, the issue of consultation of Range States within the process of development and submission of proposals for the amendment of CMS Appendices. The [main conclusions of the Standing Committee on this matter](#) are summarized below:

- Re-affirmed the importance of Range State consultation in the process of developing listing proposals;
- Re-affirmed the importance of Parties complying with the process established in Resolution 13.7, particularly the paragraphs regarding consultations of Range States;
- Re-affirmed the usefulness of the administrative process agreed at StC48, which was focused on consultation after a listing proposal had been submitted, and provided an opportunity for proponents of listing proposals to respond explicitly to comments and recommendations provided by the ScC and interested Parties, before the listing proposals were discussed by the COP; and
- Requested the Secretariat to continue supporting Parties during the development and submission stages of the listing proposal process, and to provide additional information and supporting materials on the CMS website and assistance in the identification of Range States for the species concerned, notably in cases for which this may not be straightforward, such as marine species in international waters.

In line with the recommendations of the Standing Committee, specific guidance concerning consultation of Range States has been prepared by the Secretariat and is available [here](#) along with the other guidance previously mentioned.

Parties intending to submit listing proposals that wish to avail themselves of the assistance of the Secretariat to identify the Range States of the species concerned are invited to contact the Secretariat at their earliest convenience.

For further information, please contact Mr Marco Barbieri, Scientific Advisor marco.barbieri@un.org or Ms María José Ortiz, Legal Officer, maria-jose.ortiz@un.org.