

Importing and Exporting Samples for Scientific Research

Institution Name: Trent University

Institution Number: CA027

Trade using the CITES Certificates can only take place between CITES Registered Scientific Institutions. To find out which institutions are CITES registered, please visit the CITES Secretariat website at www.cites.org and click on Registers.

The NRDPFC is licensed through Trent University by Environment Canada to import/export samples only for the purpose of Scientific Research. The sender must quote **NRDPFC's CITES registration number (CA027)** when sending samples. **CITES Certificates are in the top drawer of the filing cabinet in DNA A115.**

When exporting samples:

1. Include one of the end Scientific Certificates, numbered 11CA02921/CWHQ-(1-10) with your shipment.
2. Fill out a Declaration of Customs form, CITES Form 5 (01/2006), which lists all the specimens that are being exported and attach to the Scientific Certificate that is being sent with samples.
3. Fill out a Report of Transactions form, CITES Form 6 (01/2006), and send to :
Administrator, CITES
Canadian Wildlife Service, Environment Canada
Ottawa, ON
K1A 0H3

When importing samples:

1. Upon receiving samples, fill out a Report of Transactions form, CITES Form 6 (01/2006), and send to :
Administrator, CITES
Canadian Wildlife Service, Environment Canada
Ottawa, ON
K1A 0H3

For clarification:

This is from Lise Jubenville, Head of Permitting Operations, CITES, Canadian Wildlife Service, Environment Canada

"According to Resolution 11.15 of CITES:

iii) the requirement that the container used to transport the specimens carry a label issued or approved by a Management Authority should be met by authorizing the use of Customs Declaration labels, provided they bear the acronym 'CITES', identification of contents as herbarium specimens, preserved, dried or embedded museum specimens or live plant material for scientific study, the name and address of the sending institution and the codes of the exporting and importing institutions over the signature of a responsible officer of that registered scientific institution; or a label issued by a Management Authority containing the same information and the users of which would be responsible to that body;

iv) to prevent abuse of this exemption, it should be limited to shipments of legally obtained specimens between registered scientific institutions and, if trade is to or from a non-Party, the Secretariat shall ensure that the institution in this State meets the same standards for registration, as indicated by competent authorities of the non-party governments;

This means that if you (as a Canadian registered institution) want to send something out..your shipment must have a label/certificate/document issued by your own Authority which indicates your own institution number and the number of the receiving institution. This label/certificate/document should be accepted by the other country without a requirement for an additional Scientific Certificate...the Canadian one should be all that is required. "

Lise Jubenville, March 9, 2012
via email