

Our Ref: NP 1.35.1.1/090625

09 June 2025

All Traders, Declaring Agents, and Freight Forwarders

Dear Sir/Madam,

## **REMINDER ON CITES-LISTED CONSIGNMENT PROCEDURES**

The Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES) is an international agreement to ensure that trade in wildlife species does not threaten them with extinction. Parties to CITES regulate the international movement of CITES-listed species by issuing permits whenever such specimens enter or leave a country. Issuance of CITES permits is an integral part in ensuring that the trade is legal, sustainable and traceable.

- 2 We are writing to remind you to comply with the procedures of importing and exporting/re-exporting CITES-listed consignments in accordance with international standards required by CITES.
- 3 Please find the procedures below for your immediate attention and compliance:
- a. Every issued CITES permit is valid for one consignment only. There should be no attempts to print multiple copies of the same CITES permit number for re-use or reprint a lost/damaged/defaced permit.
  - b. Any person or entity found doing so face enforcement actions under the Endangered Species (Import and Export) Act, and offenders are liable on conviction to court fines and imprisonment.
  - c. The issued CITES permits are required to be printed on single-side, plain A4 white paper (normal 70 or 80gsm) in non-colour.
  - d. All other procedures relating to cargo clearance and returning of original foreign CITES permits to CAPQ and Raffles Building remain unchanged.

3 Failure to comply with the above, and with the Terms and Conditions on the issuance of each of our CITES permits, may result in enforcement actions under the Endangered Species (Import and Export) Act. Offenders are liable on conviction to court fines and imprisonment for importing, exporting, re-exporting or transiting CITES-listed consignments without valid permits. Consignments presented without original CITES permits may face delays in clearance and may also be liable for seizure or destruction.

4 You may refer to our earlier circular dated 20 September 2023 on the use of CITES Permits. We seek your continued compliance on this matter.

5 Please contact us at [cites@nparks.gov.sg](mailto:cites@nparks.gov.sg) if you require further clarifications.

Yours sincerely



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