



Wildlife Trafficking Prevention Virtual APEX Assessment Programme

Reference Document

Edition 1.0

September 2021

This document is made possible by the generous support of the American people through the United States Agency for International Development (USAID). The contents do not necessarily reflect the views of USAID, the United States Government, or individual ROUTES partners.

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Vision

To be the leading enabler of Member Airports in the achievement of commitments set out in the United for Wildlife (UfW) Transport Taskforce Buckingham Palace Declaration (BPD).

Mission

To provide the necessary tools to Member Airports in their efforts to progress immediately on the commitments outlined in the BPD, applicable to the airport industry, and in alignment with guidance materials on wildlife trafficking prevention (WTP) developed by ACI, the USAID Reducing Opportunities for Unlawful Transport of Endangered Species (ROUTES) Partnership and UfW.

Objective

To assist airports in aligning and enhance its practices to continuously improve as an engaged member of the community and value chain in its ability to support the BPD commitments and the global WTP agenda endorsed by ACI, ROUTES and UfW.

Benefits to Host Airport

The Wildlife Trafficking Prevention (WTP) Assessment Programme will:

- Assist airports in adopting best practices and expert recommendations to continuously improve its practices in combatting wildlife trafficking and applying considerations of the BPD.
- Provide airports with an understanding of key issues and challenges faced by airports around the globe in combatting wildlife trafficking.
- Provide airports with tailored guidance, tactics, and techniques on how to close identified gaps, including the development of an action plan for improvement and staff training.
- Provide airports with the opportunity to collaborate and coordinate with external stakeholders and industry partners towards the achievement of the BPD commitments.
- Provide airports with direct access to industry guidance materials and documentation, as well as subject-matter experts in the field of WTP.
- Provide airports with the necessary training, tools, and techniques to support the industry's efforts in combatting wildlife trafficking and move towards the sustainable achievement of the BPD commitments.

- Allow airports to demonstrate their commitment to environmental sustainability and their leadership in combatting the proliferation of wildlife trafficking.

Role of Participants

The WTP Virtual APEX Assessment Programme will involve a cross section of stakeholders, from ACI World, the APEX Review team, the host airport and other industry and government stakeholders. Each participant has a role to play in the successful achievement of the Programme.

Role of ACI

ACI World will serve as the facilitator of the WTP Virtual APEX Assessment Programme. ACI is responsible for providing guidance and expert knowledge on the subject matter. The APEX Review team will be subject matter experts from across the globe identified by ACI, who will perform review and assessment based on the WTP APEX review standards.

Host Airport

The host airport will be responsible for the cost of project management and team leading. The host airport is also responsible for ensuring active participation from its staff as well as support from its stakeholders.

Airport Partner

The Airport partner is an airport at which there are staff who have experience in planning and implementing measures to combat wildlife trafficking. The airport partner is willing to provide expert volunteers who will be part of the APEX Review team. These volunteers will serve at no cost to ACI or the host airport.

Industry Partner

An industry partner includes organizations who are in partnership with ACI and can provide expertise, guidance materials, post review trainings to support airports in combatting illegal wildlife trafficking.

Airport Stakeholders

The WTP Assessment Programme will likely include the participation of several stakeholders: airlines, ground handlers, retailers, suppliers, regulatory bodies, as well as border and enforcement agencies. Secondary stakeholders may include wildlife/animal welfare authorities, transport authorities, food safety authorities, sustainability and environmental partners, conservation organizations and the local community.

Pre-Review Assessment, Review Process, Timelines and Scope

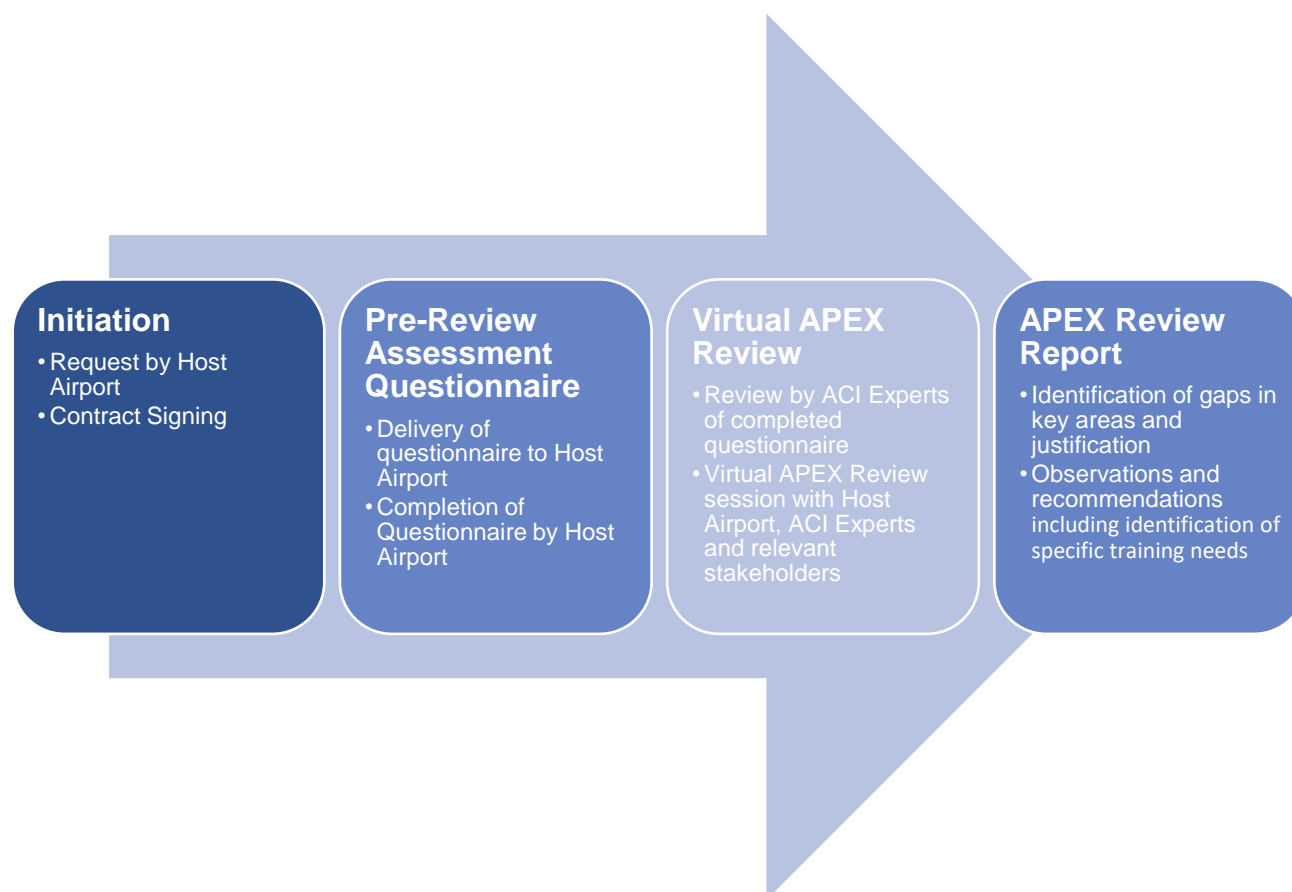
The WTP Virtual APEX Assessment Programme includes two main components – a Pre-Review Assessment Questionnaire and a Virtual APEX Review – which can be conducted virtually. The review process (see Figure 1-1 below) would begin after an express request has been initiated by the ACI Member Airport (“Initiation”). Requests are initiated by the host airport through the ACI World website. The Virtual APEX Programme page on the ACI website will also include a wildlife trafficking prevention programme description and where members can initiate an APEX review request. <https://aci.aero/apex/virtual-apex-solution/>

Following receipt of a signed contract, the Pre-Review Assessment Questionnaire would be provided to the airport by ACI as a tool to review and assess key areas of focus before the Virtual APEX Review takes place (“Pre-Review Assessment Questionnaire”). The Pre-Review Assessment Questionnaire will be built using key areas of focus identified in the ACI Handbook on Combatting Wildlife Trafficking (Chapters 4 to 7) as the main reference and basis for evaluation and future recommendations. The themes and questions developed should be aligned with guidance materials developed by ACI, ROUTES, and UfW, including the four areas for action stated in the BPD commitments.

The Pre-Review Assessment Questionnaire will cover the following key areas identified in Chapters 4 to 7 of the ACI Handbook on Combatting Wildlife Trafficking, namely:

1. Documented Airport Policy
2. Internal Awareness and Training
3. Public Awareness and Signage
4. Community Engagement
5. Stakeholders
6. Reporting System
7. General Exchange/Working Groups

Figure 1-1: Overview of Process for WTP Assessment Programme



The “Virtual APEX Review” phase will involve discussions, presentations, reviews, and at times mentoring sessions on key areas carried out by authorized APEX experts under the leadership of an ACI Team Leader. Discussions and recommendations will derive mainly from the Pre-Review Assessment Questionnaire completed by the Host Airport, as well as observations provided by designated ACI experts, Airport Partners, or Industry Partners during the virtual review. The review phase will include discussions on the use of technologies, tactics, and intelligence techniques that airports can adopt in order to support global efforts to progress on the BPD commitments, that will be delivered by designated subject-matter experts, as and if required and agreed between ACI and the Host Airport.

The “APEX Review Report” will be submitted to the airport thirty (30) days after the completion of the Virtual APEX Review and should include identification of gaps and recommendations on how to close those gaps, including on specific training needs in key areas where improvement is needed.

Cost Model

The Host Airport would normally be responsible for covering costs related to the implementation of the WTP Assessment Programme. However, since the proposed Programme will be carried out by expert volunteers using primarily virtual platforms of communication, no fees tied to travel, and logistics will be needed. The fee is based at USD\$3800,00 and the Virtual APEX Review will be carried out over 2-3 days.