

**Chapter 1 : Norton Brown Herbarium**

*Can also develop a reddish-purple hue at the margins of the chlorotic spots. Calcium Deficiencies occur at growing points, young developing leaves at the terminal buds develop a "hooked" appearance at the tips, later leading to browning (tip burn) and die-back.*

Many appeals are determined solely on the briefs filed by the parties, without oral arguments. Many appeals are determined solely on the briefs filed by the parties; there is no right to argue a case orally before the court. If an appellant fails to timely file his or her appellate brief, the Appeals Court will begin a process to dismiss the case, pursuant to Appeals Court Standing Order. The principal appellate brief must have a blue cover and cannot be longer than 50 pages. Any reply brief must have a grey cover and cannot be longer than 20 pages. Note that for self-represented litigants who are confined in an institution, the requirement of Mass. All paper briefs must be securely bound on the left hand side. The pages of the brief should be consecutively numbered, starting with the cover as page "1. The cover of each brief must have the name of the case, the Appeals Court docket number, the name of the trial court, the title of the document i. A monospaced font is one where each letter takes up the same amount of space as every other letter. Notably, footnotes must be typed using the same font and point size. Contents The brief is required to contain the following elements, arranged in the order as set out below and in Rule This guidance is not a substitute for a close reading of the Massachusetts Rules of Appellate Procedure. Table of contents with page references to pages in the brief where the content appears. Table of authorities including a list of cases referred to, alphabetically arranged, with references to pages in the brief where the case citation appears. This table should also include statutes and other legal authorities with appropriate page references. Citations must be to the official Massachusetts Reporter volume. Statement of the issues is a brief summary of the issues that will be raised in the brief and discussed in the argument section. The statement of the issues is the first page of the substantive portion of your brief, and should be numbered as page 1. Statement of the case is a procedural history of what happened to your case. It is helpful to have page references to the record appendix to support your statement of the case. Statement of the facts should be an objective description of the facts of your case as it developed and proceeded in the trial court. Importantly, every fact included in this statement must have support in the record appendix and must be followed by a page reference to the appendix or transcript where that fact appears. Summary of the argument is necessary only if your argument section is longer than 24 pages. This section is a brief summary of the arguments made later in the brief and should have a page reference to the pages at which each point argued appears later in the brief. You must use official case citations, and citations to Massachusetts Reports either Mass. For example, use Commonwealth v. If you are citing to a constitutional provision, statute or regulation as authority in support of your legal arguments, you must include as an addendum to the brief a copy of the constitutional provision, statute or regulation. This is referred to as the statutory addendum. This is a concise statement of the relief that you are asking the court to give you. The last page of every brief must contain a statement which certifies that you have complied with the Massachusetts Rules of Appellate Procedure that pertain to the filing of briefs. The addendum is physically attached to the end of your brief and must include copies of any statutes, rules, regulations, or local ordinances that you refer to in your brief. It must also contain a copy of the order, judgment or decree that you are appealing. The addendum is not the same as the appendix. The addendum pages should also be consecutively numbered, for example, Add. The certificate of service should be the last page of the brief. The appendix must also include a copy of the trial court docket, as well as a copy of the order, judgment, or decree being appealed. If you do not provide it, it will not be considered by the judges deciding your case. Documents that are not part of the record are not permitted to be included in the appendix. Record Appendix - Format The appendix must be, separate from your brief and, have a white cover containing the same information that is on the cover of your brief. The appendix must have a table of contents which identifies each document and lists the page number of the appendix at which it starts. The pages must be consecutively numbered, for example, RA1, RA2, etc. If it is, it must be broken into separate volumes. The cover of each volume should identify its number in comparison to the total number of volumes e. Appellate

level impoundment procedures are governed by Rule 1: The rules apply regardless of whether the appeal is made to a single justice or to the full court or panel. All information impounded in the trial court will remain impounded in the appellate courts, unless otherwise ordered, provided the parties follow the required procedures. It is important to stress that the clerks of the appellate courts are under no duty to review the contents of filings for the purpose of identifying impounded information. Therefore, parties must comply with Rules 16 d , 16 m , 18 a , and 18 g of Massachusetts Appellate Procedure if they wish to keep the information confidential. These rules require that: This rule applies to briefs, appendices, motions, and any other filings accessible to the public. This summary is not a substitute for the complete rule , which must be read to ensure your filing conforms to the rule. The filer of a document is responsible for redacting any PII unless a specific exemption applies. Exemptions include a law or court order specifically requiring the information or the PII is an account number necessary to identify an account subject to a forfeiture proceeding. Section 10 of Rule 1: PII must be redacted in the appellate record appendix even if it was filed unredacted in the trial court. If a brief must contain unredacted PII pursuant to an exemption, one additional copy of the brief must be filed, labeled "Limited Personal Identifying Information" on the cover, in which the PII has been redacted. To file unredacted PII as part of the record appendix, parties must first obtain the leave of the Appeals Court. In all documents that were not drafted for filing in court, such as copies of pre-existing exhibits, the filer shall partially redact all personal identifying information as required by this rule. All redactions shall be made in a way that prevents the redacted information from being read or made visible. Rules 19 a and b 1. If paper filing rather than e-filing, you must file 4 copies of the brief and appendix. If you are mailing your paper brief on the day that is it due, you must also include a written statement to the court, also known as an affidavit of mailing, in which you swear that the brief was mailed to the court on or before the date due. Rule 13 a ii. If the Court receives your brief and affidavit after the due date, the brief will be deemed timely filed as of the date it was mailed, pursuant to Rule 13 a ii. The templates contain guidance similar to the guidance on this page, and are intended to help you file a correctly-formatted brief. Any item in the template that is surrounded by [square brackets] should be replaced or filled in with material specific to your case. The templates and checklists contain a summary of the rules for filing and formatting. The templates and checklists are not substitutes for the official rules, and in the case of a conflict or ambiguity, the Massachusetts Rules of Appellate Procedure remain the official source for the rules that apply to the filing of briefs and appendices.

**Chapter 2 : Dissertation Formatting Guidelines - Doctoral Studies - NYU Steinhardt**

*The margins of leaves (edges) may be toothed or without teeth (entire). There are many technical terms describing types of teeth. There are many technical terms describing types of teeth. A leaf margin is serrate if the teeth point forward towards the tip or dentate if the teeth point outwards.*

You are required to follow that format exactly. You should include a copyright page with your name and copyright date in the middle of the page, centered left to right between the margins and top to bottom. Please note that the copyright date is the year of your degree conferral. The copyright page is page ii of the pages preceding the text the title page is understood to be page i , but no number should appear on either the title page or the copyright page. Table of Contents and Lists of Tables and Figures Because a dissertation does not have an index, your Table of Contents should be as comprehensive as possible. Include all headings and subheadings, exactly as they appear in the text, up to and including Level 2. Including lower level headings is optional. See sample Table of Contents in the next section. Note that the indentation of a heading used in the Table of Contents corresponds to the level of the heading. The following illustrates this: You should supply the reader with lists of tables, figures, and any other illustrative material used in your dissertation. See the sample lists in the next section. Lists of musical examples or reproductions of art, or information about films, follow the same form as that used for lists of tables and figures. Chapter Titles and Headings Chapter headings and titles appear as follows, beginning two inches from the top of the page: Headings within the chapter should indicate the weight you assign to particular ideas by the form of headings suggested in the style manual you have selected or the form suggested below. Leave three blank lines i. If one heading immediately follows another, leave only one blank line a double space between the two. Leave one blank line a double space after each heading. Capitalize the first letter of each word of headings except for articles, conjunctions, and prepositions. The following is one way in which to order headings and to type them. Be sure that no heading appears at the bottom of a page without at least two lines of text beneath it. The Table of Contents will contain all Level 1 and Level 2 headings exactly as they appear in the text. It is not necessary to include Level 3 or lower-level headings in the Table of Contents, but you may if it provides the reader with more useful information. Numbering Conventions Chapter numbers are upper case roman numerals with no period , e. All other items requiring numbers should have Arabic numbers. Appendices, should be designated by capital letters, e. Use numbers or letters for other items only when necessary. Use 1 in the text and 1. If items in a numbered list run onto two or more lines, you may let the additional lines begin at the margin or indent the entire paragraph to the right of the numbers. Numbers beginning a sentence, as well as numbers below 10 or, if you prefer, 12 should be spelled out when they appear within the text. Reduction of Tables and Other Materials If a table, appendix, illustration, or graph is too wide or long, or both, to fit within the specified margins, have it reduced, or if textual material, type it using a smaller font. Whenever possible, avoid inserting tables which must be read by turning the book sideways. If such a table is necessary, be sure to insert it with the heading to the spine or binding. You may also use a condensed typeface. Bibliographic Entries For style guides other than APA, if you have more than one work by the same author, do not repeat his or her name over and over. Use ten underscore characters, ending with a period if the author is exactly the same as the previous one, or with a comma if the author is the first of a series of new authors, as shown below. Single space the entry; double space between entries. Indent the second and subsequent lines one-half inch. Note that authors with two initials have a space after the period between each initial, e. Do not allow initials to break between lines; keep them together on one line or the other. Regardless of the style guide you use, avoid having one or two lines of an entry on one page and the rest of the citation on the next page. The entry should be cited in its entirety on one page or the other. Citations in Text The way you cite an author in your manuscript is based on the context. If you are attributing an idea that you paraphrased to someone, use the name and date according to APA style such as Jones, , or as shown in the first sentence below. If you are using a direct quotation, use the same format, but you must include the page number where you found it, as shown in the second sentence below. Also, specific information or ideas need a page number even if paraphrased. For

example, the following brief passage refers to the same publication by a hypothetical author: Review the whole manuscript to be sure that every work referred to in the manuscript is cited in the text or footnotes and included in the bibliography. **Block Indented Quotations** Four or more lines of a quotation should be set off from the main text with a double space, typed single spaced with no quotation marks, and the entire block indented one-half inch. Quotations within these block or indented quotations may use double quotations. The first line of the quotation is not indented; however, the first lines of new paragraphs within the quotation should begin with an additional indent of one-half inch. **Appendices** Each appendix should have the proper designation at the top of the first page. A title page does not need to be inserted before each one. Use the following format, centered between the left and right margins, beginning two inches from the top of the page: Avoid it if you can. Again, all material in an appendix must fit within the overall page margins. **Letters of Permission** It is necessary to obtain letters of permission for the reproduction of any copyrighted material which exceeds the Federal law pertaining to "Fair Use. Copies of the letters do not need to be included in the dissertation. **The Abstract** The abstract is a brief summary of the contents of the dissertation. Begin typing the abstract two inches from the top of a blank page with no heading. The abstract should be typed double-spaced with the same typeface and margins as the dissertation. The length of the abstract should be limited to words. The abstract title page is identical to the dissertation title page with one exception: Each abstract is stapled in the upper left corner and kept separate from the dissertation. The chairperson of the dissertation committee should sign one copy of the abstract title page. **Sample Pages** The following section includes sample dissertation pages which should be followed carefully. Refer to the preceding section for more detailed information on format requirements. Students should follow the instructions on these sample pages rather than using a dissertation from the library or elsewhere as a guide. Format requirements differ from year to year and from school to school.

**Chapter 3 : Overview of CITES | Animal Legal & Historical Center**

*Appendix II: Program Specific Requirements. NOTE: The addresses provided (as of April ) may change. Please check with relevant Program Officers of the NSF Division of Ocean Sciences if necessary.*

A A brief may be reproduced by any process that yields a clear black image on light paper. The paper must be opaque and unglazed. Only one side of the paper may be used. B Text must be reproduced with a clarity that equals or exceeds the output of a laser printer. C Photographs, illustrations, and tables may be reproduced by any method that results in a good copy of the original; a glossy finish is acceptable if the original is glossy. The front cover of a brief must contain: A the number of the case centered at the top; B the name of the court; C the title of the case see Rule 12 a ; D the nature of the proceeding e. The brief must be bound in any manner that is secure, does not obscure the text, and permits the brief to lie reasonably flat when open. The text must be double-spaced, but quotations more than two lines long may be indented and single-spaced. Headings and footnotes may be single-spaced. Margins must be at least one inch on all four sides. Page numbers may be placed in the margins, but no text may appear there. Either a proportionally spaced or a monospaced face may be used. A A proportionally spaced face must include serifs, but sans-serif type may be used in headings and captions. A proportionally spaced face must be point or larger. A brief must be set in a plain, roman style, although italics or boldface may be used for emphasis. Case names must be italicized or underlined. A principal brief may not exceed 30 pages, or a reply brief 15 pages, unless it complies with Rule 32 a 7 B and C. The corporate disclosure statement, table of contents, table of citations, statement with respect to oral argument, any addendum containing statutes, rules or regulations, and any certificates of counsel do not count toward the limitation. C Certificate of Compliance. The person preparing the certificate may rely on the word or line count of the word-processing system used to prepare the brief. The certificate must state either: Use of Form 6 must be regarded as sufficient to meet the requirements of Rules An appendix must comply with Rule 32 a 1 , 2 , 3 , and 4 , with the following exceptions: The form of a motion is governed by Rule 27 d. Any other paper, including a petition for panel rehearing and a petition for hearing or rehearing en banc, and any response to such a petition, must be reproduced in the manner prescribed by Rule 32 a , with the following exceptions: A A cover is not necessary if the caption and signature page of the paper together contain the information required by Rule 32 a 2. If a cover is used, it must be white. B Rule 32 a 7 does not apply. Every court of appeals must accept documents that comply with the form requirements of this rule. By local rule or order in a particular case a court of appeals may accept documents that do not meet all of the form requirements of this rule.

*Appendix II-4 is marked by the charnockitic Bylot Batholith in northwestern Baffin Island and orthogneisses on southern Devon Island (Jackson and Berman, ).*

David Favre Place of Publication: This treaty has been adopted by over countries for the control of international trade in endangered species. The United State hosted the final drafting conference in at which over 40 nations attended. In , with the ratification of 10 countries the treaty came into effect. If a species is in danger of extinction then the treaty will impose a ban on the commercial trade of the listed specimen. For purposes of this treaty trade is defined as any transboundary movement of species, regardless of the purpose. The party states meet every two or so years in order to carry out their responsibilities under the treaty. This event is referred to as a Conference of the Parties. There have been eleven of these meetings since With many countries receiving travel support, every county should have at least two representatives present, but countries such as the US or Japan can have delegates each but regardless of the number of delegates representing a state, each party state has only one vote. Additionally, the treaty specifically provides for non-voting delegates from international and national non-governmental organizations [ Art. To operate efficiently in the allotted two week period of the Conference, the meeting is broken into two functioning Committees. Committee I considers species listing issues while Committee II considers the adoption of resolutions relating to the policy and administration of the provisions of the treaty. Operation of the Permit System The treaty creates three categories into which species of concern or risk of extinction may be placed: Appendix II are species that may be threatened with extinction Unless trade in specimens of such species is subject to strict regulation in order to avoid utilization incompatible with their survival. Appendix III is a list of species which are proposed by individual countries when they seek aid in controlling trade in these species. This category is of minor importance and will not be further considered. Within the real world species at risk can be divided into four different categories: Species at risk but not in trade - CITES not relevant and they are not within the scope of the treaty. For example, many birds found on the Hawaiian islands of the United States are at risk of extinction but are not part of any international trade and therefore not listed under CITES. Species with a reasonably safe level of population, controlled by CITES to help assure long term commercial trade. Species endangered and protected from the pressures of trade by Appendix I listing. The sperm whale, the eagle and the chimpanzee are examples of this category. Illegal trade and habitat changes could drive these species to extinction even if all legal trade is stopped. As it is now understood by everyone that as a consequence of listing a species on Appendix I, commercial trade in the species will be eliminated, such proposals receive very close scrutiny by the delegates at the Conference of the Parties. Indeed, much attention has been given to the issue of what standards should be used in trying to determine whether a species is Athreatened with extinction. How to judge whether a species may be threatened by trade? Within how many generations does the threat of extinction have to arise to cross the threshold for protection? How small of a subset of the world wide population of a species can be considered in a listing proposal? How should the precautionary principle be utilized? Should different standards be used to remove a species from a list as compared with placing a species on a list? Ultimately each party state must make a decision on each listing proposal, one vote per country, normally in open voting. There is no appeal, the vote of the Conference of the Parties is final. The treaty does provide for individual Party States to take a reservation on a specific listing decision. Generally the Parties have accepted the majority vote and not taken a reservation just because they voted against the listing proposal. The treaty presumes that enforcement will be done at the national level. A specific obligation of the treaty is to adopt domestic legislation which will carry out the requirements of the treaty. Additionally, under the treaty, each country is obligated to appoint a Management Authority and a Scientific Authority each of which have responsibilities in the process of granting CITES permits. Before issuing such a permit, the Authorities of the state of export must find [ Art. The key criteria for protection of the species is the requirement of a non-detrimental finding. Determining when trade is detrimental is a difficult projection into the future by science. This is a particular challenge in developing countries where wildlife science for many

species is nonexistent. If detrimental trade is allowed, knowingly or unknowingly, then the goal of the treaty is frustrated. Appendix I species, those already identified as at risk of extinction, require two permits: The criteria for the exporting permit are the same as with Appendix II species. Note that the importing states must also make a finding that the purpose of the import will not be detrimental to the species. While the determination of what is a primarily commercial purpose would seem to be straight forward in the main, on the margins it is a difficult question. Sport hunting trophies are generally not considered a commercial purpose even though they may have a market value. While there is a resolution adopted by the Conference of the Parties to help on this issue [See: The limitation on commercial use of Appendix I species is controversial, in that, some states argue that economic utilization of Appendix I species would be useful for obtaining the resources and political motivation for the protect of the species - i. Additionally some states are troubled by the fact that the importing county primarily the developed countries can block trade that the exporting country primarily developing countries believes is acceptable. Note on Sustainable Use ] But these issues have been settled by the language of the treaty and it would take an amendment of the treaty to change the approach. While an amendment process is provided for in the treaty, is highly unlikely to occur. Specimens in transit or transshipment through or in the territory of a Party while the specimens remain in Customs control. Specimens acquired by an individual before the provisions of the Convention were applied to that species. Specimens that are personal or household effects. Any specimen of an animal species which was bred in captivity or any specimen of a plant species which was artificially propagated can obtain a certificate by that Management Authority to that effect. The non-commercial loan, donation or exchange between scientists or scientific institutions registered by a Management Authority of their State, of herbarium specimens, other preserved, dried or embedded museum specimens, and live plant material which carry a label issued or approved by a Management Authority. Specimens which form part of a traveling zoo, circus, menagerie, plant exhibition or other traveling exhibition. Enforcement In the area of enforcement the treaty shows its age. Individual citizens incur no rights from the adoption of this treaty by their state and can not use the treaty as a basis to sue others. There is no international court to which a party state has a right to file a complaint or grievance against a private individual or another party state for violation of the provisions or obligations of CITES. However, peer pressure and public pressure can be effective in moving countries toward better enforcement of the CITES. On occasions the Party States have resorted to trade sanctions against a specific country to pressure the adoption of adequate domestic law, and this approach has been successful. The enforcement problems faced by CITES are not just the limitations of the treaty language but also limitations within individual party states: Lack of adequate domestic laws. Lack of an adequate number of government employees - lack of pay and training for the employees that do exist. Lack of scientific experts within a county - unwillingness to give power to them - lack of resources for the scientist that are present. Lack of support from the police and courts for wildlife crime prosecutions and lack of serious punishment when a prosecution is successful. Lack of a public education component. Illegal Trade While much effort is expended trying to assure that the permit process functions fully, there is also effort which must be expended to try and deal with illegal trade. The amounts of money involved, and therefore the incentives for illegal trade, are substantial. In September of the U. Fish and Wildlife Service reported that a Texan company, Tony Lama Boot Company, had forfeited pairs of caiman lizard cowboy boots and 2, pairs of boot vampers. In January of , custom officers in Vladivostok seized two trucks attempting to smuggle 3. Two Russian truckers were stopped at the Poltavka checkpoint in the Primorsky region. One truck was carrying 2. The fish were stashed under scraps of metal designated for export. Caviar was a high profile issue during as the Parties tried to develop a labeling system to help deter illegal shipment of caviar. In the United States, U. Fish and Wildlife Service investigation of illegal caviar trade. In July , U. Caviar had pleaded guilty to 22 federal charges. March , in California, US, a man pleaded guilty to participating in a conspiracy that took tons of coral and live rock from reefs off a Hawaiian island and shipped the protected species to the mainland U. See generally, Conference Resolution October , Customs and DRI authorities had one of the biggest seizures of raw shahtoosh wool in India; over kgs of the wool from the highly endangered Tibetan antelope have been caught in two separate cases. It had been sent from Jaigaon on the Indo-Nepal border in Bihar. The bale was hidden between a large consignment of raw pashmina wool

and pashmina shawls from Singapore. November 19, , authorities told restaurants in the Cambodian capital to stop serving rare animals or face closure. Many restaurants in Phnom Penh served rare animals because patrons believe eating parts of animals such as tigers, bears, scaly ant eaters, porcupines and turtles can cure diseases and ensure sexual potency. Phnom Penh Deputy Governor Seng Tong asked around restaurateurs to sign agreements with the city administration promising to take rare wild animals off their menus. December 10, , two Slovak nationals caught in South Africa with angulate tortoises in their possession were convicted under the Nature Conservation Ordinance. While some illegal trade is out of ignorance, and some is petty, but much is done in organized rings not unlike drug rings, with suppliers in developing countries, shippers, financiers and retail distributors in developed countries. Some illegal traders use legitimates business as fronts. The most recent channel for trade is the internet, and that is particularly difficult to police. The only answer is strict enforcement, but in a world of limited government resources this is often difficult to accomplish. The other side of the equation is the demand side and as with drugs there does not seem to be any lack of individuals with financial resources who desire to possess illegal specimens of protected species. Protection for Individual Animals While the primary concern of the drafters of CITES was ecological in nature, at least some concern is expressed in the treaty for the for the pain and suffering of individual animals. However, the scope of concern is very circumsised to a particular portion of the full chain of events for international trade in live animals.