



Convention on Biological Diversity

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CONFERENCE OF THE PARTIES TO THE CONVENTION
ON BIOLOGICAL DIVERSITY SERVING AS THE
MEETING OF THE PARTIES TO THE CARTAGENA
PROTOCOL ON BIOSAFETY

Tenth meeting – Part II
Montreal, Canada, 7–19 December 2022
Agenda item 11

KEY FEATURES AND DEVELOPMENTS ON THE NEW PLATFORM OF THE BIOSAFETY CLEARING-HOUSE

Note by the Executive Secretary

I. INTRODUCTION

1. Article 20 of the Cartagena Protocol on Biosafety to the Convention on Biological Diversity establishes a Biosafety Clearing-House (BCH) “as part of the clearing-house mechanism under Article 18, paragraph 3, of the Convention, in order to: (a) facilitate the exchange of scientific, technical, environmental and legal information on, and experience with, living modified organisms; and (b) to assist Parties to implement the Protocol”.

2. The Conference of the Parties serving as the meeting of the Parties to the Protocol, in its decision [CP-9/2](#), requested the Executive Secretary to undertake a number of activities regarding the implementation and operation of the Biosafety Clearing-House, focusing in particular on the migration of the BCH to its new platform which had originally been requested in decision CP-VIII/2. As a result, work on the BCH since the ninth meeting of the Conference of the Parties serving as the meeting of the Parties to the Protocol has concentrated on the migration.

3. As a means to communicate the process and intended steps towards migration, the Conference of the Parties serving as the meeting of the Parties to the Protocol requested the Executive Secretary to send to the BCH focal points a chronogram detailing the migration and follow-up processes. The chronogram¹ was shared with the focal points for the Cartagena Protocol on Biosafety and the BCH through notification 2019-063 issued on 25 July 2019. Against this background, section II of this document provides a detailed overview of the activities and developments that were part of the migration process.

II. KEY FEATURES AND DEVELOPMENTS

4. The work on the migration was carried out according to the activities set out in the chronogram. The major developments and new features of the new platform are described below.

A. Development and migration of common formats

5. The BCH previously included 20 common formats.² The migration provided the opportunity for the common formats to be reviewed and revised to address developments under the Protocol and to improve consistency across the clearing-houses. Some revisions were minor, such as fixing formatting issues and

¹ https://bch.cbd.int/forum/bchonbch/chronogram_bch_migration.doc.

² These numbers do not include the common formats for national reports.

updating reference links in footnotes. Others were more substantive and involved renaming of fields, adding/removing selection options, and aligning with common formats of the Access and Benefit-sharing Clearing-House (ABS-CH) and the clearing-house mechanism of the Convention (CHM).

6. The most significant changes to the common formats were the following:

(a) A new common format for registering a competent authority for the Nagoya – Kuala Lumpur Supplementary Protocol on Liability and Redress has been created pursuant to decision [CP-9/15](#), paragraph 6;

(b) The common format on “Biosafety organization including laboratory for detection and identification of LMOs” available on the old BCH platform, has been split into two separate common formats – one on organizations and one on laboratories. This was done to enable the alignment of the “organizations” common format across CHM, ABS-CH and BCH;

(c) The common format on “Living Modified Organisms” was updated to include information on newer modification techniques, modified traits and LMO characteristics;

(d) The common format on “Biosafety expert” has been streamlined as requested in decision [CP-VIII/4](#);

(e) The common format on “Report on the assignment undertaken by the biosafety expert” has not been migrated. This common format had been developed as part of the roster of experts mechanism that was elaborated in the early years of the Protocol, even prior to its entry into force.³ Due to the lack of requests from Parties for support to use experts from the roster as well as the lack of voluntary funds to support the use of experts from the roster, only two records have been published in this category in the approximately 20 years since the roster of experts was first created;

(f) The common format on “Capacity-Building Needs Assessment” was not migrated. This common format was based on the Framework and Action Plan for Capacity-Building for the Effective Implementation of the Cartagena Protocol,⁴ which ended in 2020. A new capacity-building action plan for the Protocol is being developed for the post-2020 period and will be considered by the Conference of the Parties serving as the meeting of the Parties to the Protocol at its tenth meeting. The existing Capacity-Building Needs Assessment records were archived on the new Knowledge Base of the BCH.⁵

(g) The common format on “Capacity-Building Activities, Projects and Opportunities” has been revised to better align it with the comparable common format on the ABS-CH and the CHM. It is now called the “Capacity Development Initiative (CDI)”. These changes are also being made in the context of wider ongoing processes including the development of the long-term strategic framework for capacity development as part of the post-2020 global biodiversity framework and the development of a new capacity-building action plan for the Cartagena Protocol and the Supplementary Protocol;

(h) The previous common format “Biosafety Information Resource Centre (BIRC)” has been revised and is now called “Biosafety Virtual Library Resource (VLR)”; its content has been aligned with similar formats that exist in the ABS-CH and the CHM.

(i) A new online “Country Profile for Biosafety Clearing-House (BCP)” format was developed to allow national users to provide additional information to appear on the Country Profile page for their respective governments. There is no offline format for this record type. In addition to the changes to the common formats, two changes were made to the user roles. In the old BCH, BCH Focal Points and National Authorized Users could prepare drafts of national records and BCH Focal Points were responsible for publishing these records. In the new BCH platform, Cartagena Protocol national focal points are also

³ The roster of experts was first addressed in recommendation I/3 of the first meeting of the Intergovernmental Committee for the Cartagena Protocol on Biosafety, which was held in December 2000.

⁴ Adopted in decision BS-VI/3.

⁵ <https://bch.cbd.int/en/kb/tags/finding-information/Archived-records-Capacity-Building-Needs-Assessment-/62279b47ebdba30001d94233>.

able to prepare drafts of national records. It is still only the BCH Focal Points who can publish national records.

7. The other change in user roles was made to the “Submissions” common format. In the previous BCH platform, any user could publish records using the “Submissions” common format and search these records. This had created problems with the common format being used to publish information that should have been made available using another common format, thus, hampering the effectiveness of the BCH. In the new BCH, publication of records using the “Submissions” common format is only available to the Secretariat and will be used to organize and make available submissions received in response to notifications. However, all users are able to search for records published using the “Submissions” common format.

8. Table 1 lists the common formats that are available in the new BCH by category and indicates the associated user roles in the new BCH. The revised common formats are provided in the annex to the present document.

Table 1. New BCH: common formats by category and associated user roles

National records	Reference records
National focal points (NFP) ⁶	Contacts (CON)
Competent national authority (CNA)	Biosafety virtual library resource (VLR) ⁷
Supplementary Protocol competent authority (SPCA) – new	Biosafety organization (ORG)
Biosafety law, regulation, guidelines and agreements (LAW)	Laboratory for detection and identifications of LMOs (LAB)
Country’s decision or any other communication (DEC)	Living modified organism (LMO)
Risk assessments generated by a regulatory process (RA)	Organism (ORGA)
National biosafety website or database (NDB)	Genetic element (GENE)
Biosafety expert (EXP)	Risk assessments generated by an independent or non-regulatory process (IRA)
Country profile for Biosafety Clearing-House (BCP)	Submissions (SUB) ⁸
	Capacity development initiative (CDI)
	BCH News (BCHN)
Who can create draft records in the BCH	
- BCH focal points - National authorized users - Cartagena Protocol national focal points (new)	- BCH focal points and Cartagena Protocol national focal points - National authorized users - General public with registered BCH user account
Who can validate and publish records in the BCH	
- BCH focal points	- Secretariat⁹

⁶ As in the old BCH, the creation and update of NFP records is performed by the Secretariat only upon receipt of an official nomination letter from the respective government.

⁷ Former “Biosafety Information Resource Centre (BIRC)”.

⁸ Publication of records using the “Submissions” common format is only available to the Secretariat and will be used to organize and make available submissions received in response to notifications. However, all users can search for records published using the “Submissions” common format.

⁹ Except for “Contacts”. As in the old BCH, any registered BCH user can create and publish “Contacts”; “Contacts” are searchable only if they are referenced in other records.

B. Development of the search interface and display of search results

9. The *Search* interface of the new BCH platform has undergone considerable changes and is the most advanced search that had been built by the Secretariat. It has been developed to follow the same design (front-end and back-end) as the search interface in the ABS-CH, while preserving the multilevel search capability of the previous BCH platform. The new *Search* interface contains global search filters that allow users to query the whole BCH database, and a series of sub-filters to define additional parameters that further narrow their search. The new BCH now has a single, consolidated search interface which can be used to query data across all common formats. Search results are displayed instantaneously as users are selecting their search preferences.

10. A suite of additional tools has been deployed to improve the display, analysis and organization of search results. In summary, key features of the new *Search* interface include:

- (a) A faceted search that provides the ability to apply multiple filters to narrow search results;
- (b) The ability to search the whole BCH through a single search interface;
- (c) The search is built on a dedicated indexing server;
- (d) Quick loading times: results are updated in real-time as the user is selecting various filter options;
- (e) Strong support for free text;
- (f) An intelligent relevancy ranking that sorts records which are most relevant to your query selections;
- (g) The ability to share search results with other users;
- (h) An integrated display of search results on one page with flexible sorting parameters and in different views;
- (i) The ability for users to save custom search filter selections to their BCH profile and receive immediate email notifications when new records matching those criteria are published.

C. Development of the BCH Training Site

11. In the early years of the BCH, the Secretariat developed a system to allow users to utilize the BCH in a “training mode” (also known as a *sandbox*) without any impact on the published data in the clearing-house. In other words, BCH users could practice and test publishing different types of information in the BCH without these records appearing as official records. This application has proven very useful in conducting training on the BCH and has been highly praised by all trained BCH users.

12. This feature is now available in the new BCH. The training site is a mirror copy of the official BCH and has been implemented to help users familiarize themselves with the various functionalities of the clearing-house. Once signed in, users may practice submitting records, for training purposes only, as (a) a general registered user, (b) a BCH National Focal Point, (c) Cartagena Protocol National Focal Point, or (d) a National Authorized User. One key difference with the training site of the old BCH is that users now must contact the Secretariat in order to change roles on the new training site.

D. Migration of national reports

13. In decision [CP-9/5](#), the Conference of the Parties serving as the meeting of the Parties to the Protocol adopted the reporting format for the fourth national report on the implementation of the Cartagena Protocol on Biosafety. The fourth national reports were due on 1 October 2019.

14. Developing the common format for the fourth national report on the previous BCH platform would have required its eventual migration, suggesting that it would need to be redeveloped again on the new platform. To avoid the duplication of work, one of the first migration priorities was the development of a preview site of the new BCH platform to support the submission of fourth national reports on the implementation of the Cartagena Protocol on Biosafety.

15. Through notification [2019-055](#), issued on 25 June 2019, the Secretariat announced the launch of the online version of the reporting format for the fourth national report through the preview site of the new BCH. The Secretariat invited Parties and other Governments to submit their fourth national report using the preview site which had also been translated into all six official languages of the United Nations. Help materials were also made available to support Parties in using the new online submission format and to answer frequently asked questions on the submission process. This information is available online in the new Knowledge Base¹⁰ of the BCH.

16. The Report Analyzer tool had also been migrated to the preview site. New features were added, including the possibility to compare responses to specific questions in the fourth national report with the answers to the equivalent questions in previous national reports. Users can also aggregate by Parties and non-Parties and can export and print data. This was necessary to enable the analysis for the fourth assessment and review of the Protocol and final evaluation of the Strategic Plan.

17. The preview site of the BCH existed separately from the development (test) site of the new BCH platform. Once development of the new platform was completed and the rest of data from the current BCH was also migrated, the preview site was combined with the new BCH platform.

E. Testing phase

18. In decision [CP-9/2](#), paragraph 6, the Executive Secretary was requested to account for the views of Parties, other Governments and relevant organizations in the development of the new BCH, particularly in regard to the procedure for registering information, the tools for the analysis of search results, and the graphical representation of data. As such, the Secretariat conducted an iterative testing phase during the migration process with a view to incorporating stakeholder feedback.

19. The testing of the new BCH platform was conducted from March 2020 until August 2021 and was carried out externally through the “BCH on BCH Forum”. All Cartagena Protocol and BCH National Focal Points, National Authorized Users, members of the Informal Advisory Committee on the Biosafety Clearing-House, and UNEP-GEF Regional Advisors have been subscribed to the “BCH on BCH Forum”. The testing process was explained through notification [2020-039](#), which invited any interested user to participate in the testing process. As a result, a number of additional organizations and indigenous peoples and local communities registered in the Forum and received messages with the test assignments. The process involved testing of the core functions of the BCH – submitting information and searching for information, including both national and reference records – as well as other enhanced features which functioned differently from the old BCH, such as inline record creation, workflow process, country profiles, display of search results, and others.

20. Participation in the testing was positive. Overall, 64 Parties covering the five United Nations regions participated in the testing, as well as a few non-Parties and organizations.

21. The comments and suggestions made by users were compiled by the Secretariat and used to resolve technical glitches and make improvements to the platform with the aim of enhancing its user-friendly functionality.¹¹

F. Development of statistical tools

22. The new BCH platform includes the ability to view search results in different ways. The new tools allow users to print, sort, group records, export them to a spreadsheet format, and share search results with other users. The matrix tool has been enhanced to offer users multiple possibilities to generate search results in the form of customized tables and various charts. An interactive world map has been added to the new home page as well as the *Country Profiles* page. The latter has been enhanced to provide users with an overview of the status of the national records for all countries and customize the search results by using various filters.

¹⁰ <https://bch.cbd.int/en/kb/tags/bch/Fourth-National-Report-Questions-and-Answers/619c55794f1f30000140ef1a>.

¹¹ Further information is available at: https://bch.cbd.int/onlineconferences/portal_art20/nfps/newBCHforum.shtml.

G. Migration of existing plug-ins and other existing BCH applications

23. Other BCH applications that have been migrated to the new platform include:

(a) LMO quick links function which automatically creates a small image file containing the trade name, unique identifier and a barcode or QR code for each LMO registered in the BCH. The quick links can be included in trade documents to provide easy access to official information in the BCH;

(b) Linkage with CropLife International's *BioTradeStatus* database. This plug-in enables the comparison of decisions on LMOs published in the BCH with decisions on the *BioTradeStatus* database maintained by CropLife International at <http://www.biotradestatus.com>.

24. Linkages between the BCH and national biosafety clearing-houses was previously enabled via the Hermes and Ajax plug-in national website tools. These were developed by the Secretariat to facilitate building national biosafety clearing-houses by allowing countries to display autonomously their own BCH data on different internet-based application such as national websites and/or databases. At the time of this document's creation, the new BCH platform did not support these plug-ins; work is underway to restore linkages with previous BCH nodes. The new platform of the BCH also features an Application Programming Interface (API), which allows external audiences to access data and information from the clearing-house. Additionally, the Secretariat is exploring how the Bioland tool¹² could be used to facilitate the linkage with national clearing-houses and the exchange of information related to biosafety moving forward.

H. Development of new record functionalities

25. At its tenth meeting, held in April 2016, the Informal Advisory Committee on the Biosafety Clearing-House had made a number of recommendations to the Secretariat for the development of new functions for certain record types. In decision CP-VIII/2, the Executive Secretary was requested to continue making improvements to the central portal of the BCH, following up on the recommendations from the tenth meeting of the Informal Advisory Committee. With the pending migration of the BCH, however, limited action was taken to make changes to the old platform.

26. The recommendations from the tenth meeting of the Informal Advisory Committee were therefore included as key considerations for the new platform as part of the migration process. Most recommendations have been implemented, such as the improved search engine and display of search results; ability to search for decisions based on the result of the decision (e.g. approval, prohibition, request for additional information, etc.); establishing linkages between decisions and risk assessments published in the BCH with the databases of the Food and Agriculture Organization of the United Nations (FAO) and the Organisation for Economic Co-operation and Development (OECD); and improved help materials, including a social media toolkit.

27. Due to the complexity of the migration process, more advanced features have been identified as key items for a future update of the BCH, such as the implementation of an expiry date or a requirement for re-confirmation of records after a certain amount of time has passed.

I. Migration of forums for online discussions

28. Thematic portals and online forums have been widely used in response to requests by the Conferences of the Parties serving as the meetings of the Parties to the Protocol. How best to migrate the portals and forums has been considered alongside the re-design of the entire CBD website.

29. Due to the complexity of the migration process and redesigning of the online forums, it was decided that migration of the forums would be carried out in a future BCH update so as not to delay the launch of the new platform. The forums continue to be hosted on the *Protocol* pages.

¹² <https://demo.test.chm-cbd.net/>.

J. Additional activities not reflected in the chronogram

1. *Development of help pages for the new Biosafety Clearing-House*

30. In the old BCH, the *Help* section was available through an external platform. This platform was developed by the UNEP-GEF BCH II Project on the basis of all the work produced under the UNEP-GEF BCH I and II series of activities. It also provided access to tutorials and videos developed by the Secretariat in all six languages of the United Nations. The *Help* section was largely based on screenshots related to each BCH operation and, hence, has become obsolete with the launch of the new platform.

31. As a result, the Secretariat needed to develop new help materials and more modern help tools for the new BCH platform. The Secretariat has produced a series of materials and has also cooperated with the UNEP BCH III Project in the development of additional help tools.

32. In summary, the new BCH provides the following help tools and materials to assist users with website navigation and to perform various tasks:

- *Tours*: virtual tours are available on the *Country Profile*, *Submit* and *Search* pages. These tours walk users through each page, identifying key functions and capacities of the respective section;
- *Contextual help*: With one click, users can access relevant guidance materials specific to the current page they are currently navigating;
- The *Knowledge Base* is a central hub which houses a compendium of help articles and information on the BCH;
- The *Frequently Asked Questions (FAQs)* section is a curated list of questions users often ask, and is accessible through the “Help” tab on the top navigation bar;
- The *Chat* function allows users to directly communicate with Secretariat staff in the event they have a specific question.

33. The new BCH platform also provides a direct link to the *Virtual Learning Environment (VLE)* platform which is maintained by the UNEP-GEF BCH III Project Team and contains various help and training materials, such as presentations, links to regional training workshops on the BCH, webinars, videos and other learning tools. The VLE can be accessed here: <https://bch3-vle.unep.org/>

34. In addition, there are other interactive online help tools already embedded in the new platform, such as pop-up descriptive texts and visual tooltips. The Secretariat will continue to develop further the help materials, online tools and explanatory videos for the different sections of the new BCH.

2. *New home page*

35. As part of the migration process, a new home page was designed and developed for the BCH to aid entry and user navigation for key clearing-house activities. A survey was conducted in May 2021 through the “BCH on BCH Forum” with a goal to gather users’ experience with the home page of the old BCH; the results of this survey and direct user feedback contributed to the user-friendly design of the new home page.

36. In order to collect and document user feedback on the home page design and conduct other accessibility improvements on the BCH, the Secretariat engaged a user interface (UI) and user experience (UX) consultant, through a financial contribution from the UNEP-GEF BCH III Project (for details, see section V of document [CBD/CP/MOP/10/7](#)). Through the summer of 2021, the consultant conducted phone interviews with select BCH Focal Points, Cartagena Protocol Focal Points, National Authorized Users and stakeholders to gain information on their experiences with the old BCH, including the home page, and their expectations for the new platform.

37. As a result, a more modern and user-friendly home page has been developed.

*Annex***COMMON FORMATS FOR REGISTERING INFORMATION IN THE BIOSAFETY
CLEARING-HOUSE**

1. Common formats are available in all six languages of the United Nations and include predefined text (controlled vocabulary) to facilitate registration of information in a consistent manner and allow for customized search and retrieval of information. Common formats are available online in the BCH and are also made available offline as MS Word documents. These offline formats, below, are intended to assist users in gathering and organizing the necessary information prior to submitting it online in the BCH.

2. This annex contains the following common formats:¹³

- Designation of National Focal Points
- Competent National Authority
- Competent Authority - Supplementary Protocol
- Biosafety Law, Regulation, Guidelines and Agreements
- Country's Decision or any other Communication
- Risk assessment generated by a regulatory process
- National Biosafety Website or Database
- Biosafety Expert
- Biosafety Virtual Library Resource
- Biosafety Organization
- Laboratory for detection and identification of LMOs
- Living Modified Organism
- Genetic element
- Organism
- Risk assessment generated by an independent or non-regulatory process
- Submissions from Parties, other Governments & Organizations
- Capacity Development Initiative
- BCH News
- Contact

¹³ There is no offline common format for "Country Profile for Biosafety Clearing-House (BCP)".

*National Record:*¹ **Designation of National Focal Points**²

Fields marked with an asterisk () are mandatory.*

The registration of National Focal Points in the BCH can only be done by the Secretariat upon receipt of written communications addressed to the Executive Secretary and endorsed by the following categories:

- The designation of a **National Focal Point for the Cartagena Protocol on Biosafety (CPB-NFP)** must be endorsed by the National Focal Point for the Convention on Biological Diversity (CBD-NFP) or by a direct expression of the Government (i.e., a Minister of State).
- The designation of a **National Focal Point for the Biosafety Clearing-House (BCH-NFP)** must be endorsed by the National Focal Point for the Cartagena Protocol on Biosafety (CPB-NFP).
- The designation of a **Contact Point for Emergency Measures (Article 17)** must be endorsed by the National Focal Point for the Biosafety Clearing-House (BCH-NFP) or the National Focal Point for the Cartagena Protocol on Biosafety (CPB-NFP).

These designations may be sent to the Secretariat as an attachment to an email or by postal mail or fax and must contain the complete contact details of the focal points with their respective endorsements.

Contact details of the focal point to be nominated	
1. Title:	☐ Dr. ☐ Professor ☐ Other (specify): <Text entry>
2. Gender	☐ Mr. ☐ Ms.
3. First name:*	<Text entry>
4. Middle name:	<Text entry>
5. Last or family name:*	<Text entry>
Work related information	
6. Job title:	<Text entry>
7. Employer / organization*	<Text entry>

¹ National records registered on the BCH are usually part of a Party's obligations under the Cartagena Protocol on Biosafety and must be validated by the BCH National Focal Point prior to their publication. The common formats for national records can be accessed through the Submit page of the BCH.

² The Cartagena Protocol on Biosafety requests Parties to designate one national focal point (CPB-NFP) to be responsible for liaising with the Secretariat (Art. 19), and to make their contact details available through the Biosafety Clearing-House (BCH). Decision BS-I/3 also requests Parties to designate an appropriate national focal point for the Biosafety Clearing-House (BCH-NFP) to liaise with the Secretariat regarding issues of relevance to the development and implementation of the BCH. The annex to that decision (Modalities of operation of the Biosafety Clearing-House) specifies the roles and responsibilities of the BCH focal points. Art. 17 of the CPB also requires Parties to make available to the BCH the details of their point of contact for the purposes of receiving notifications about unintentional transboundary movements and emergency measures.

8.	Organization acronym: ³	<Text entry>
9.	Department / division / unit:	<Text entry>
Coordinates		
10.	Address:	<Text entry>
11.	City:*	<Text entry>
12.	State or province:	<Text entry>
13.	Country:*	<Country name>
14.	Postal or zip code:	<Text entry>
15.	Phone number: ^{4*}	<Text entry>
16.	Fax number: ⁵	<Text entry>
17.	Email address:*	<Text entry>
18.	Websites:	<URL and website name>

Timeframe for confirmation or updating of information

Please note that this category of information requires confirmation or updating after one year from the date of submission. After the deadline you will be asked to confirm or update the record within 3 months. After this period, if no confirmation has been received, the record will be marked as “Non-confirmed”.

Additional information

19.	Any other relevant information: ⁶	<Text entry> <i>and/or</i> <URL and website name> <i>and/or</i> <Attachment>
20.	Notes: ⁷	<Text entry>

Confirmation by nominating Government

³ Abbreviation of the long name of an organization. Examples: EA, SCBD.

⁴ Please use the following format: + [country code] [city code] [telephone number] [extension, if necessary]; Example: +1 514 288-2220 ext. 221 (where 1 = North America, 514 = Montreal, 288-2220 = CBD Secretariat number, ext. 221 = direct extension to the switchboard).

⁵ See footnote above.

⁶ Please use this field to provide any other relevant information that may not have been addressed elsewhere in the record.

⁷ The “Notes” field is for personal use only. It can be seen only when the record is being edited but is not visible when the record is published. This field is not meant to be used for confidential information.

21. Country:*	<Country name>
22. Category of National Focal Point being nominated:*	☐ Cartagena Protocol on Biosafety National Focal Point ☐ Biosafety Clearing-House Focal Point ☐ Emergency Measures Contact Person (Art. 17)
23. Name of Government representative making the nomination:*	<Text entry>
24. Category of Government representative making the nomination:*	☐ Minister (<i>please specify the Ministry</i>) <Text entry> ☐ National Focal Point for the Convention on Biological Diversity (CBD-NFP) ☐ National Focal Point for the Cartagena Protocol on Biosafety (CPB- NFP) ☐ National Focal Point for the Biosafety Clearing-House (BCH-NFP)
25. Date:*	<YYYY-MM-DD>
<i>I hereby confirm that the above information is correct and agree to its inclusion in the Biosafety Clearing-House.</i>	
Signature:*	

Record validation	
This nomination should be signed in the section below by the BCH National Focal Point and sent in MS Word format by email to bch@cbd.int. Alternatively, it may be sent by fax to +1 514 288 6588 or postal mail to: Secretariat of the Convention on Biological Diversity 413 rue Saint-Jacques, suite 800 Montreal, Québec, H2Y 1N9 Canada Important notice: Please note that if this form is going to be sent via fax, postal mail or from an email address different from the registered email address of the BCH National Focal Point (BCH-NFP), a copy/scan of this signed page should be attached.	
Date:*	<YYYY-MM-DD>
Country:*	<Country name>
Name of the BCH National Focal Point:*	<Text entry>
<i>I hereby confirm that the above information is correct and agree to its inclusion in the Biosafety Clearing-House.</i>	
Signature of the BCH National Focal Point:*	

National Record:¹ Competent National Authority²

Fields marked with an asterisk () are mandatory.*

General information	
1. Country:*	<Country name>
2. Name of the Competent National Authority:*	<Text entry>
Contact details	
3. Street address:	<Text entry>
4. City:*	<Text entry>
5. State or province:	<Text entry>
6. Postal or zip code:	<Text entry>
7. Country of contact:*	<Country name>
8. Phone number(s): ^{3*}	<Text entry>
9. Fax number(s): ⁴	<Text entry>
10. Email address(es):*	<Text entry>
11. Website address(es): ⁵	<URL and website name>
Additional contact information	
12. Contact person:	<i><BCH record number></i> <i>Please enter the BCH record number containing the contact information or, if not registered, attach a "Contact"⁶ common format.</i>
Responsibilities	

¹ National records contain information that are usually part of a Party's obligations under the Cartagena Protocol on Biosafety and must be validated by BCH National Focal Points prior to publication in the BCH. The common formats for national records can be accessed through the Submit page of the BCH.

² The Cartagena Protocol on Biosafety requires Parties to designate one or more competent national authorities which shall be responsible for performing the administrative functions required by the Protocol (Art. 19). Please note that to complete this form you may also need to download the following common format: "Contact".

³ Please use the following format: + (country code) (city code) (telephone number) (extension, if necessary); Example: +1 514 288-2220 ext. 221 (where 1 = North America, 514 = Montreal, 288-2220 = CBD Secretariat number, ext. 221 = direct extension to the switchboard).

⁴ See footnote above.

⁵ Please provide the URL of the website (e.g. <http://www.cbd.int>) and the name of the website (e.g. "Convention on Biological Diversity").

⁶ All BCH common formats can be accessed through the Submit page of the BCH.

Article 19, paragraph 2 of the Protocol provides that “Where a Party designates more than one competent national authority, it shall convey to the Secretariat, with its notification thereof, relevant information on the respective responsibilities of those authorities. Where applicable, such information shall, at a minimum, specify which competent authority is responsible for which type of living modified organism”.

If there is more than one competent national authority, please complete a different common format for each authority.

13. Administrative functions:^{*7}	☐ All functions pursuant to the Cartagena Protocol on Biosafety ☐ Capacity-building ☐ Competent National Authorities and National Focal Points ☐ Confidential information ☐ Contained use ☐ Handling, transport, packaging and identification ☐ Human and/or animal health ☐ Illegal transboundary movements ☐ Information-sharing ☐ Intentional introduction into the environment (AIA) ☐ Liability and redress⁸ ☐ LMOs for direct use as feed ☐ LMOs for direct use as food ☐ LMOs for processing ☐ Pharmaceuticals ☐ Public awareness and participation ☐ Risk assessment and management ☐ Simplified procedure ☐ Socioeconomic considerations ☐ Transboundary movement (import/export) ☐ Transit ☐ Unintentional transboundary movements and emergency measures ☐ Other (please specify): <Text entry>
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⁷ If there is only one Authority responsible for all functions under the Protocol, please select “All functions pursuant to the Cartagena Protocol on Biosafety”.

⁸ For competent authorities under Article 5 of the Nagoya – Kuala Lumpur Supplementary Protocol on Liability and Redress, please complete the common format on “Supplementary Protocol Competent Authority”.

14. Types of organism(s) under its responsibility: ^{9*}	☐ All types of organisms ☐ Animals ☐ Invertebrates ☐ Vertebrates ☐ Arachnids ☐ Amphibians ☐ Crustaceans ☐ Birds ☐ Insects ☐ Fish ☐ Mollusks ☐ Mammals ☐ Nematodes ☐ Reptiles ☐ Bacteria ☐ Fungi ☐ Plants ☐ Algae ☐ Mosses ☐ Crops ☐ Ornamentals ☐ Ferns ☐ Trees ☐ Viruses ☐ Other (specify): <Text entry>
15. Detailed description of the regulatory functions: ¹⁰	<Text entry>

Timeframe for confirmation or updating of information

Please note that this category of information requires confirmation or updating after one year from the date of submission. After the deadline you will be asked to confirm or update the record within 3 months. After this period, if no confirmation has been received, the record will be marked as “Non-confirmed”.

Additional information

16. Any other relevant information: ¹¹	<Text entry> <i>and/or</i> <URL and website name> <i>and/or</i> <Attachment>
17. Notes: ¹²	<Text entry>

⁹ If there is only one Authority responsible for all functions under the Protocol, please select “All types of organisms”.

¹⁰ If needed, provide additional information on regulatory functions and responsibilities of the competent national authority.

¹¹ Please use this field to provide any other relevant information that may not have been addressed elsewhere in the record.

¹² The “Notes” field is for personal use only. It can be seen only when the record is being edited but is not visible when the record is published. This field is not meant to be used for confidential information.

Record validation

Information should be submitted online to the BCH through the Submit page. This offline common format is made available to assist BCH users to gather and organize their records prior to submission to the BCH.

In case of difficulties in submitting this information online, the completed documents should be signed in the section below by the BCH National Focal Point and sent in MS Word format by email to bch@cbd.int.

Alternatively, it may be sent by fax to **+1 514 288 6588**

or postal mail to:

Secretariat of the Convention on Biological Diversity
413 rue Saint-Jacques, suite 800
Montreal, Quebec, H2Y 1N9
Canada

Important notice: Please note that if this form is going to be sent via fax, postal mail or from an email address different from the registered email address of the BCH National Focal Point (BCH-NFP), a copy/scan of this signed page should be attached.

Date:*	<YYYY-MM-DD>
Country:*	<Country name>
Name of the BCH National Focal Point:*	<Text entry>
<i>I hereby confirm that the above information is correct and agree to its inclusion in the Biosafety Clearing-House.</i>	
Signature of the BCH National Focal Point:*	

*National Record:*¹ **Competent Authority - Supplementary Protocol**²

Fields marked with an asterisk () are mandatory.*

General information	
1. Country:*	<Country name>
2. Name of the competent authority:*	<Text entry>
Contact details	
3. Street address:	<Text entry>
4. City:*	<Text entry>
5. State or province:	<Text entry>
6. Postal or zip code:	<Text entry>
7. Country of contact:*	<Country name>
8. Phone number(s): ^{3*}	<Text entry>
9. Fax number(s): ⁴	<Text entry>
10. Email address(es):*	<Text entry>
11. Website address(es): ⁵	<URL and website name>
Additional contact information	
12. Contact person:	<BCH record number> <i>Please enter the BCH record number containing the contact information or, if not registered, attach a "Contact" common format.</i> ⁶

¹ National records contain information validated by BCH National Focal Points prior to publication in the BCH. The common formats for national records can be accessed through the Submit page of the BCH.

² In decision CP-9/15, Parties to the Nagoya – Kuala Lumpur Supplementary Protocol (NKLSP) were requested to designate a competent authority to perform the functions set out in Article 5 of the NKLSP, and to make the contact information of its competent authority available on the Biosafety Clearing-House. Please note that to complete this form you may need to also download the following common format: "Contact".

³ Please use the following format: + (country code) (city code) (telephone number) (extension, if necessary); Example: +1 514 288-2220 ext. 221 (where 1 = North America, 514 = Montreal, 288-2220 = CBD Secretariat number, ext. 221 = direct extension to the switchboard).

⁴ See footnote above.

⁵ Please provide the URL of the website (e.g. <http://www.cbd.int>) and the name of the website (e.g. "Convention on Biological Diversity").

⁶ All BCH common formats can be accessed through the Submit page of the BCH.

Responsibilities	
<i>If there is more than one competent authority responsible for the functions under Article 5 of the Nagoya – Kuala Lumpur Supplementary Protocol on Liability and Redress, please specify for which functions each competent authority is responsible.</i> <i>If the competent authority exercises other functions related to liability and redress beyond those set out in Article 5 of the Supplementary Protocol, you may also provide a description of those functions below.</i>	
13. Is this the only designated competent authority for the Supplementary Protocol in your country? *	☐ Yes OR ☐ No L If “no”, please describe the responsibilities of the competent authority and complete a different common format for each competent authority: <Text entry>

Timeframe for confirmation or updating of information	
Please note that this category of information requires confirmation or updating after one year from the date of submission. After the deadline you will be asked to confirm or update the record within 3 months. After this period, if no confirmation has been received, the record will be marked as “Non-confirmed”.	
Additional information	
14. Any other relevant information: ⁷	<Text entry> and/or <URL and website name> and/or <Attachment>
15. Notes: ⁸	<Text entry>

Record validation
Information should be submitted online to the BCH through the Submit page. This offline common format is made available to assist BCH users to gather and organize their records prior to submission to the BCH. In case of difficulties in submitting this information online, the completed documents should be signed in the section below by the BCH National Focal Point and sent in MS Word format by email to bch@cbd.int. Alternatively, it may be sent by fax to +1 514 288 6588 or postal mail to: Secretariat of the Convention on Biological Diversity 413 rue Saint-Jacques, suite 800 Montreal, Quebec, H2Y 1N9 Canada Important notice: Please note that if this form is going to be sent via fax, postal mail or from an email address different from the registered email address of the BCH National Focal Point (BCH-NFP), a copy/scan of this signed page should be attached.

⁷ Please use this field to provide any other relevant information that may not have been addressed elsewhere in the record.

⁸ The “Notes” field is for personal use only. It can be seen only when the record is being edited but is not visible when the record is published. This field is not meant to be used for confidential information.

Date:*	<YYYY-MM-DD>
Country:*	<Country name>
Name of the BCH National Focal Point:*	<Text entry>
<i>I hereby confirm that the above information is correct and agree to its inclusion in the Biosafety Clearing-House.</i>	
Signature of the BCH National Focal Point:*	

National Record:¹ Biosafety Law, Regulation, Guidelines & Agreements²

Fields marked with an asterisk (*) are mandatory.

General information	
1. Is this an amendment to a law, regulation, guideline or agreement already published on the BCH? ^{3*}	☐ Yes L Please enter the <i>record number(s) containing the law/regulation being amended</i> : <BCH record number> L Please provide a brief summary of the amendment(s): <Text entry> OR ☐ No
2. Country: ^{4*}	<Country name>
3. Title of document:*	<Text entry>

Legislative details	
4. Type of law / regulation: ^{5*}	☐ Law ☐ Regulation or administrative measure ☐ Policy ☐ Guidelines ☐ Regulatory summary / national biosafety framework ☐ Bilateral agreement or arrangement ☐ Multilateral agreement or arrangement ☐ Regional agreement or arrangement ☐ Other (specify): <Text entry>

¹ National records contain information that are usually part of a Party's obligations under the Cartagena Protocol on Biosafety and must be validated by BCH National Focal Points prior to publication in the BCH. The common formats for national records can be accessed through the Submit page of the BCH.

² Laws, regulations guidelines for implementation of the Protocol, as well as bilateral, regional and multilateral agreements and arrangements, are made available to the BCH in accordance with Article 20, paragraph 3 (a) and (b) of the Protocol. Please note that to complete this form you may also need to download the following common formats: "Contact", "Competent National Authority", "Supplementary Protocol Competent Authority".

³ This section is relevant when the law/regulation being submitted is amending an existing law/regulation. If the law/regulation being published in the BCH is an amendment to an existing law/regulation or a part of it, make sure that the law/regulation being amended is already registered in the BCH in order to be able to provide a link to the existing record. This will allow the two records to be displayed together.

⁴ **Important note for European Union (EU) Members only:** if the law, regulation, guideline or agreement applies to **all** EU Member States, the record must be published by the EU's BCH focal point. The EU BCH focal point should select "European Union" in response to this question and the published record will appear in the country profiles of all EU Member States.

⁵ A *law* is usually legislation (a statute) enacted by state government; a *regulation* is usually an act or process of controlling by rule or restriction, having legal force, issued by an administrative agency or a local government; a *guideline* is usually a document that announces the policy an agency intends to implement in future decision-making, or which will otherwise guide the agency in the exercise of its administrative discretion; a *regulatory summary* is a text summary of the national biosafety regulatory framework in place, or being developed in a country.

5. Area of jurisdiction:^{6*}	☐ Regional/multilateral L *<Country name(s)> or <Geographical or political/economic group(s)> ☐ National/federal ☐ Subnational L *Name of the subnational jurisdiction: <Text entry> ☐ Other (specify): <Text entry>
6. Subject areas:^{7*}	☐ All functions pursuant to the Cartagena Protocol on Biosafety ☐ Capacity-building ☐ Competent National Authorities and National Focal Points ☐ Confidential information ☐ Contained use ☐ Handling, transport, packaging and identification ☐ Human and/or animal health ☐ Illegal transboundary movements ☐ Information-sharing ☐ Intentional introduction into the environment ☐ Liability and redress ☐ LMOs for direct use as feed ☐ LMOs for direct use as food ☐ LMOs for processing ☐ Pharmaceuticals ☐ Public awareness and participation ☐ Risk assessment and management ☐ Simplified procedure ☐ Socioeconomic considerations ☐ Transboundary movement (import/export) ☐ Transit ☐ Unintentional transboundary movements and emergency measures ☐ Other (specify): <Text entry>

⁶ Provide the jurisdiction where the law, regulation, guideline or agreement applies. This field can also be used to indicate territorial exclusions to measures.

Please note that **regional or multilateral** measures only need to be registered once in the Biosafety Clearing-House and that each of the countries selected as being covered by the regional measure will have the measure displayed as part of their legal framework in their country profile. It is recommended that one country agrees to register the measure on behalf of the regional organization or the group of countries that share the same measure. For assistance, contact the Secretariat at bch@cbd.int.

⁷ This section provides keywords relevant to the subject matter addressed to assist in searching for and translation of the record. More details may be provided below.

7. Types of organisms addressed: ^{8*}	☐ All types of organisms ☐ Animals ☐ Invertebrates ☐ Vertebrates ☐ Arachnids ☐ Amphibians ☐ Crustaceans ☐ Birds ☐ Insects ☐ Fish ☐ Mollusks ☐ Mammals ☐ Nematodes ☐ Reptiles ☐ Bacteria ☐ Fungi ☐ Plants ☐ Algae ☐ Ornamentals ☐ Crops ☐ Mosses ☐ Ferns ☐ Trees ☐ Viruses ☐ Other (specify): <Text entry>
8. Brief description of the document including objective and scope: ⁹ (maximum of 300 words)	<Text entry>
9. Date of entry into force:	<YYYY-MM-DD>
Document details	
10. Document text: ¹⁰	Official document: <Attachment> or <URL and website name> ☐ available language(s): <language>* AND/OR Unofficial document (including courtesy translations): <Attachment> or <URL and website name> ☐ available language(s): <language>* OR

⁸ This section provides keywords relevant to the categories of LMOs addressed to assist in searching for and translation of the record. More details may be provided below.

⁹ *Objective* Example: "The objective of this Act is to contribute to ensuring an adequate level of protection in the field of the safe transfer, handling and use of living modified organisms resulting from modern biotechnology that may have adverse effects on the conservation and sustainable use of biological diversity, taking also into account risks to human health, and specifically focusing on transboundary movements."

Scope Example: "These regulations apply to the transboundary movement, transit, handling and use of all living modified plants that may have adverse effects on the conservation and sustainable use of biological diversity, taking also into account risks to human health."

¹⁰ An attachment is preferred. Otherwise, provide the location of the document (i.e. web address including the URL of the website (e.g. <http://www.cbd.int>) and the name of the website (e.g. "Convention on Biological Diversity"). Only use text entry to provide details of how to obtain a copy of the document if it is not available as an attachment or online.

	Provide details on how to obtain a copy of the document if it is not available as an attachment or online: <Text entry>
11. Relationship with other laws/regulations: ¹¹	Enter the record number(s) containing the related measure(s): <BCH record number> AND ↳ Please describe the relationship between the measures: <Text entry>
Regulatory contact information	
12. Competent National Authority(ies) and/or Supplementary Protocol Competent Authority(ies): ^{12*}	<BCH record number> or, if not registered, attach a “Competent National Authority” and/or “Supplementary Protocol Competent Authority” common format. ¹³

Timeframe for confirmation or updating of information	
13. Should this information be confirmed or updated after two years from the date of submission? ^{14*}	☐ Yes ☐ No
Additional information	
14. Any other relevant information: ¹⁵	<Text entry> and/or <URL and website name> and/or <Attachment>
15. Notes: ¹⁶	<Text entry>

Record validation	
Information should be submitted online to the BCH through the Submit page. This offline common format is made available to assist BCH users to gather and organize their records prior to submission to the BCH.	

¹¹ Please indicate if there is any relationship between this document/measure and other laws, regulations, guidelines or agreements published in the BCH, e.g. a regulation to implement an existing law.

¹² Competent National Authority (CNA) responsible for performing the administrative functions required by the Cartagena Protocol and/or competent authority (SPCA) under the Nagoya – Kuala Lumpur Supplementary Protocol on Liability and Redress.

¹³ All BCH common formats can be accessed through the Submit page of the BCH.

¹⁴ If the answer to this question is “Yes”, after two years from the date of submission you will be asked to confirm or update the record within 3 months. After this period, if no confirmation has been received, the record will be marked as “Not confirmed”.

¹⁵ Please use this field to provide any other relevant information that may not have been addressed elsewhere in the record.

¹⁶ The “Notes” field is for personal use only. It can be seen only when the record is being edited but is not visible when the record is published. This field is not meant to be used for confidential information.

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or postal mail to:

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Montreal, Quebec, H2Y 1N9
Canada

Important notice: Please note that if this form is going to be sent via fax, postal mail or from an email address different from the registered email address of the BCH National Focal Point (BCH-NFP), a copy/scan of this signed page should be attached.

Date:*	<YYYY-MM-DD>
Country:*	<Country name>
Name of the BCH National Focal Point:*	<Text entry>
<i>I hereby confirm that the above information is correct and agree to its inclusion in the Biosafety Clearing-House.</i>	
Signature of the BCH National Focal Point:*	

*National Record:*¹ **Country's Decision or any other Communication**²

Fields marked with an asterisk () are mandatory for the corresponding section.*

Section A - General information	
1. Is this an amendment to a decision or communication already published on the BCH? ^{3*}	☐ Yes ↳ Please enter the record number(s) containing the decision/communication being amended: <BCH record number> ↳ Please provide a brief summary of the amendment(s): <Text entry> OR ☐ No
2. Country submitting the decision or communication ^{4*}	<Country name>
3. Competent National Authority(ies) responsible for the decision or communication:*	<BCH record number> <i>Please enter the BCH record number containing this information or, if no record exists, attach a "Competent National Authority" common format.</i> ⁵
4. Title / reference number of the decision or communication:*	<Text entry>
5. Date of the decision:*	<YYYY-MM-DD>
6. Is the decision taken prior to entry into force of the Protocol?	☐ Yes OR ☐ No
7. Jurisdiction: ⁶	<Text entry>
8. Subject of the decision, notification, communication or declaration:*	
<i>Common decisions</i>	

¹ National records contain information that are usually part of a Party's obligations under the Cartagena Protocol on Biosafety and must be validated by BCH National Focal Points prior to publication in the BCH. The common formats for national records can be accessed through the Submit page of the BCH.

² Please note that to complete this form you may also need to download the following common format(s): "Competent National Authority", "Contact", "Risk Assessment" and "Living Modified Organism".

³ This section is relevant when the decision being submitted is amending an existing decision. If the decision being published in the BCH is an amendment to an existing decision or a part of it, make sure that the decision being amended is already registered in the BCH in order to be able to provide a link to the existing record. This will allow the two records to be displayed together.

⁴ ***Important note for European Union (EU) Members only:*** if the decision applies to EU Member States, the record must be published by the EU's BCH focal point. The EU BCH focal point should select "European Union" in response to this question and the published record will appear in the country profiles of the EU Member States.

⁵ All BCH common formats can be accessed through the Submit page of the BCH.

⁶ Provide the jurisdiction where the decision applies if this is different from the country name indicated in response to question 1.

☐	8.1.	Decision on LMOs for intentional introduction into the environment (according to Article 10 or domestic regulatory framework) ⁷ <i>Go to Section B</i>
☐	8.2.	Decision on LMOs for direct use as food or feed, or for processing (Article 11, LMOs-FFP) <i>Go to Section C</i>
<i>Other decisions</i>		
☐	8.3.	Decision under the Simplified Procedure (Article 13) <i>Go to Section E</i>
☐	8.4.	Decision on Transit of LMOs (Article 6.1) <i>Go to Section H</i>
☐	8.5.	Decision on Contained use of LMOs (Article 6.2) ⁸ <i>Go to Section G</i>
<i>Communications, notifications and declarations</i>		
☐	8.6.	Notification of a release that leads, or may lead, to an unintentional transboundary movement of LMOs (Article 17.1) <i>Go to Section F</i>
☐	8.7.	Communication of information about an illegal transboundary movement of an LMO (Article 25.3) <i>Go to Section F</i>
☐	8.8.	Notification that a Party does not have access to the Biosafety Clearing-House (Article 11.1) <i>Go to Section I</i>
☐	8.9.	Notification that domestic regulations shall apply with respect to specific imports of LMOs (Article 14.4) <i>Go to Section H</i>
☐	8.10.	Communication of information on "Handling, Transport, Packaging and Identification" (Article 18) ⁹ <i>Go to Section I</i>
☐	8.11.	Declaration that, in the absence of a domestic regulatory framework, decisions on LMOs-FFP will be taken according to Article 11.6 <i>Go to Section I</i>
☐	8.12.	Declaration made upon ratification of or accession to the Protocol <i>Go to Section I</i>
☐	8.13.	Any other decisions, notifications, declarations or communications <Text entry> <i>Go to Section I</i>

⁷ Intentional introduction into the environment can include introduction both for experimental or for commercial purposes. A field trial, confined field trial or experimental introduction is to be regarded as intentional introduction into the environment when the conditions specified in Article 3, paragraph b, of the Protocol are not met (decision CP-9/12).

⁸ "Contained use" is defined by the Protocol to mean "any operation, undertaken within a facility, installation or other physical structure, which involves living modified organisms that are controlled by specific measures that effectively limit their contact with, and their impact on, the external environment" (Article 3(b)).

⁹ See decision BS-III/10.

Section B – Only complete this section if the subject of the decision (answer to question 8) is: LMOs for intentional introduction into the environment.	
9. Was the decision triggered by a request for a transboundary movement of LMOs into your country?*	☐ Yes OR ☐ No If answer is Yes: 9.1. Was the decision taken in accordance with: ☐ the advance informed agreement (AIA) procedure specified in Article 10 OR ☐ your domestic regulatory framework 9.2. Date on which the notification was received: <YYYY-MM-DD> 9.3. Date on which acknowledgement of receipt of the notification was sent to the notifier: <YYYY-MM-DD> 9.4. Date on which the decision was communicated to the notifier: <YYYY-MM-DD> 9.5. Please provide exporter's contact details: Attach "Contact" common format.¹⁰ 9.6. Please provide importer's contact details: Attach "Contact" common format.¹¹ If answer is No: 9.7. Does the decision apply to transboundary movements of LMO(s) into your country? ☐ Yes OR ☐ No 9.8. Please provide applicant's contact details: Attach "Contact" common format.¹²
10. Does the decision involve field trials?	☐ Yes OR ☐ No
11. Does the decision allow commercial release?	☐ Yes OR ☐ No
12. Will the decision apply to subsequent introductions of the same LMO(s) into the environment?*	☐ Yes OR ☐ No
Go to Section D	

¹⁰ All BCH common formats can be accessed through the Submit page of the BCH.

¹¹ All BCH common formats can be accessed through the Submit page of the BCH.

¹² All BCH common formats can be accessed through the Submit page of the BCH.

Section C – Only complete this section if the subject of the decision (answer to question 8) is: LMOs for direct use as food or feed, or for processing (LMOs-FFP).	
13. Use(s) of LMO:*	☐ LMOs for direct use as food ☐ LMOs for direct use as feed ☐ LMOs for processing
14. Has the decision been taken in the absence of a domestic regulatory framework and in accordance with Article 11.6?*	☐ Yes OR ☐ No
15. Type of decision:*	☐ Decision on import of LMOs (Article 11.4) ↳ Please provide exporter's contact details: Attach "Contact" common format ¹³ ↳ Please provide importer's/applicant's contact details:*\br/> Attach "Contact" common format ¹⁴ ☐ Decision on domestic use of an LMO, including its placing on the market (Article 11.1): ↳ Please provide applicant's contact details:*\br/> Attach "Contact" common format ¹⁵
Go to Section D	

Section D – Only complete this section if you filled out section B or C.	
16. Result of the decision (select one):* ☐ Approval of the import and/or use¹⁶ of the LMO(s) without conditions. ☐ Approval of the import and/or use of the LMO(s) with conditions. ↳ Specify the conditions:* <Text entry> ↳ Provide reasons:* <Text entry> ☐ Prohibition of the import and/or use of the LMO(s). ↳ Provide reasons:* <Text entry> ☐ Request for additional relevant information. ↳ Provide reasons:* <Text entry> ☐ Inform the notifier that the period for communicating the decision has been extended. ↳ Specify the time extension in days:* <Text entry> ↳ Provide reasons:* <Text entry>	

¹³ All BCH common formats can be accessed through the Submit page of the BCH.

¹⁴ All BCH common formats can be accessed through the Submit page of the BCH.

¹⁵ All BCH common formats can be accessed through the Submit page of the BCH.

¹⁶ The term "use" refers to "direct use for food, feed or processing" and/or "intentional introduction into the environment".

Go to Section G

Section E – Only complete this section if the subject of the decision (answer to question 8) is: Simplified procedure.

- | | |
|---|---|
| 17. Subject of the decision under the simplified procedure: | ☐ Case(s) in which the intentional transboundary movement of LMOs may take place at the same time of the notification to the Party of import
↳ Does the decision apply to subsequent similar imports of LMOs?* ☐ Yes OR ☐ No
AND/OR
☐ Decision specifying that the import of the LMO is exempt from the advance informed agreement (AIA) procedure |
|---|---|

Go to Section G

Section F – Only complete this section if the subject of the communication/notification (answer to question 8) is: Illegal transboundary movement or unintentional transboundary movement.

18. Please select the type of transboundary movement:*
- ☐ Unintentional transboundary movement (Article 17.1) *go to question 19*
- OR
- ☐ Illegal transboundary movement (Article 25.3) *go to question 20*
19. For an unintentional transboundary movement, please provide the following:
- (a) Information on the place where the occurrence and/or release occurred: <Text entry>
 - (b) Available relevant information on the estimated quantities and relevant characteristics and/or traits of the living modified organism: <Text entry>
 - (c) Information on the circumstances of the release: <Text entry>
 - (d) Information on the estimated date of the release: <YYYY-MM-DD>
 - (e) Information on the use of the living modified organism in the originating Party: <Text entry>
 - (f) Information about the possible adverse effects on the conservation and sustainable use of biological diversity, taking also into account risks to human health, as well as available information about possible risk management measures: <Text entry>
 - (g) Any other relevant information: <Text entry>
 - (h) A point of contact for further information: <BCH record number>
20. For an illegal transboundary movement, please provide either of the following:*
- LMO identification: <BCH record number> OR
- <Text entry> where it has not been possible to identify the LMO in question.

Go to Section I

Section G – Information-sharing with other databases	
21. Is this decision related to an LMO for commercial use?	☐ Yes OR ☐ No If answer is Yes: ↳ Should this decision be forwarded to the OECD Secretariat for possible inclusion in the BioTrack Product Database?¹⁷ ☐ Yes OR ☐ No ↳ Is this decision related to food safety? ☐ Yes OR ☐ No ↳ Was it conducted in accordance with the Codex Alimentarius <i>Guideline for the Conduct of Food Safety Assessment of Foods Derived from Recombinant-DNA Plants</i>? ☐ Yes OR ☐ No ↳ Should this information be forwarded to the Secretariat of the FAO GM Foods Platform?¹⁸ ↳ ☐ Yes OR ☐ No
Go to Section H	

Section H – LMO identification & risk assessment	
22. LMO identification:* <i>This field is mandatory where one of 8.1 to 8.5 has been selected.</i>	<BCH record number> <i>Please enter the BCH record number containing this information or, if no record exists, attach an “LMO” common format.¹⁹</i>
23. Risk assessment:* <i>This field is mandatory where one of 8.1 to 8.3 has been selected.</i>	<BCH record number> <i>Please enter the BCH record number containing this information or, if no record exists, attach a “Risk assessment” common format.²⁰</i>
Go to Section I	

Section I – Document on the decision, communication, notification or declaration	
24. Document text:*	<Attachment> (preferred)²¹ and/or <URL and website name>

¹⁷ <https://biotrackproductdatabase.oecd.org/>.

¹⁸ <http://www.fao.org/food/food-safety-quality/gm-foods-platform/en/>.

¹⁹ All BCH common formats can be accessed through the Submit page of the BCH.

²⁰ All BCH common formats can be accessed through the Submit page of the BCH.

²¹ An attachment is preferred. Otherwise, provide the location of the document (i.e. web address including the URL of the website (e.g. <http://www.cbd.int>) and the name of the website (e.g. “Convention on Biological Diversity”).

Section J – Timeframe for confirmation or updating of information	
25. Should this information be confirmed or updated after two years from the date of submission? ^{22*}	☐ Yes OR ☐ No
Section K – Additional information	
26. Any other relevant information: ²³	<Text entry> and/or <URL and website name> and/or <Attachment>
27. Notes: ²⁴	<Text entry>

Record validation	
Information should be submitted online to the BCH through the Submit page. This offline common format is made available to assist BCH users to gather and organize their records prior to submission to the BCH. In case of difficulties in submitting this information online, the completed documents should be signed in the section below by the BCH National Focal Point and sent in MS Word format by email to bch@cbd.int. Alternatively, it may be sent by fax to +1 514 288 6588 or postal mail to: Secretariat of the Convention on Biological Diversity 413 rue Saint-Jacques, suite 800 Montreal, Quebec, H2Y 1N9 Canada Important notice: Please note that if this form is going to be sent via fax, postal mail or from an email address different from the registered email address of the BCH National Focal Point (BCH-NFP), a copy/scan of this signed page should be attached.	
Date:*	<YYYY-MM-DD>
Country:*	<Country name>
Name of the BCH National Focal Point:*	<Text entry>
<i>I hereby confirm that the above information is correct and agree to its inclusion in the Biosafety Clearing-House.</i>	
Signature of the BCH National Focal Point:*	

²² If the answer to this question is “Yes”, after two years from the date of submission you will be asked to confirm or update the record within 3 months. After this period, if no confirmation has been received, the record will be marked as “Not confirmed”.

²³ Please use this field to provide any other relevant information that may not have been addressed elsewhere in this record.

²⁴ The “Notes” field is for personal use. It can only be seen when the record is being edited but is not visible when the record is published. This field is not meant to be used for confidential information.

National Record:¹ Risk Assessment generated by a regulatory process²

Fields marked with an asterisk () are mandatory.*

General information	
1. Country:*	<Country name>
2. Title of the risk assessment: ³ *	<Text entry>
3. Date of the risk assessment:*	<YYYY-MM-DD> OR ☐ Date not available
4. Competent National Authority(ies) responsible for the risk assessment:*	<BCH record number> <i>Please enter the BCH record number containing this information or, if no record exists, attach a “Competent National Authority” common format.⁴</i>
5. Contact details of the main responsible risk assessor:	<BCH record number> <i>Please enter the BCH record number containing the contact information or, if not registered, attach a “Contact” common format.⁵</i>
Risk assessment details	
6. Living modified organism(s):*	<BCH record number> <i>Please enter the BCH record number containing this information or, if no record exists, attach an “LMO” common format.⁶</i>

¹ National records contain information that are usually part of a Party’s obligations under the Cartagena Protocol on Biosafety and must be validated by BCH National Focal Points prior to publication in the BCH. The common formats for national records can be accessed through the Submit page of the BCH.

² Please note that to complete this form you may need to also download the following common formats: “Competent National Authority”, “Contact” and “Living Modified Organism”.

³ This will appear as the title of the BCH record.

⁴ All BCH common formats are available through the Submit page of the BCH.

⁵ See note above.

⁶ All BCH common formats are available through the Submit page of the BCH.

7. Scope of the risk assessment:*	☐ LMOs for introduction into the environment ☐ commercial production ☐ field trial ☐ LMOs for contained use ☐ LMOs for direct use as food ☐ LMOs for direct use as feed ☐ LMOs for processing ☐ Other (specify): <Text entry>
8. Risk assessment report/summary:*	<Attachment> (<i>preferred</i>) <i>and/or</i> <URL and website name> <i>and/or</i> <Text entry>

Methodology and points to consider ⁷	
9. Potential adverse effects identified in the risk assessment:	<Text entry>
10. Likelihood that the potential adverse effects will be realized:	<Text entry>
11. Possible consequences:	<Text entry>
12. Estimation of the overall risk:	<Text entry>
13. Recommendation(s) on whether the risks are acceptable/manageable and any management strategies:	<Text entry>
14. Need(s) for further information on specific issues of concern:	<Text entry>
15. Receiving environment(s) considered: ⁸	<Text entry>
16. LMO detection and identification methods proposed:	<Text entry> <i>and/or</i> <URL and website name>

⁷ Refer to Annex III, paragraphs 8 and 9 of the Cartagena Protocol on Biosafety.

⁸ Information on the location, geographical, climatic and ecological characteristics including relevant information on biological diversity and centres of origin of the likely potential receiving environment as listed in Annex III, paragraph 9 (h) of the Protocol.

Information-sharing with other databases	
17. Is this risk assessment related to an LMO for commercial use?	☐ Yes OR ☐ No If answer is Yes: L Should this risk assessment be forwarded to the OECD Secretariat for possible inclusion in the BioTrack Product Database? ⁹ ☐ Yes OR ☐ No L Is this risk assessment related to food safety? ☐ Yes OR ☐ No L Was it conducted in accordance with the Codex Alimentarius <i>Guideline for the Conduct of Food Safety Assessment of Foods Derived from Recombinant-DNA Plants</i> ? ☐ Yes OR ☐ No L Should this information be forwarded to the Secretariat of the FAO GM Foods Platform? ¹⁰ ☐ Yes OR ☐ No

Timeframe for confirmation or updating of information	
18. Should this information be confirmed or updated after two years from the date of submission? ^{11*}	☐ Yes ☐ No
Additional information	
19. Any other relevant information: ¹²	<Text entry> and/or <URL and website name> and/or <Attachment>
20. Notes: ¹³	<Text entry>

Record validation
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⁹ <https://biotrackproductdatabase.oecd.org/>

¹⁰ <http://www.fao.org/food/food-safety-quality/gm-foods-platform/en/>

¹¹ If the answer to this question is “Yes”, after two years from the date of submission you will be asked to confirm or update the record within 3 months. After this period, if no confirmation has been received, the record will be marked as “Not confirmed”.

¹² Please use this field to provide any other relevant information that may not have been addressed elsewhere in this record.

¹³ The “Notes” field is for personal use. It can only be seen when the record is being edited but is not visible when the record is published. This field is not meant to be used for confidential information.

or postal mail to:	
Secretariat of the Convention on Biological Diversity 413 rue Saint-Jacques, suite 800 Montreal, Quebec, H2Y 1N9 Canada	
<u>Important notice:</u> Please note that if this form is going to be sent via fax, postal mail or from an email address different from the registered email address of the BCH National Focal Point (BCH-NFP), a copy/scan of this signed page should be attached.	
Date:*	<YYYY-MM-DD>
Country:*	<Country name>
Name of the BCH National Focal Point:*	<Text entry>
<i>I hereby confirm that the above information is correct and agree to its inclusion in the Biosafety Clearing-House.</i>	
Signature of the BCH National Focal Point:*	

*National Record:*¹ **National Biosafety Website or Database**²

Fields marked with an asterisk () are mandatory.*

Website or Database details	
1. Country: [*]	<Country name>
2. Website or database name: ^{3*}	<Text entry>
3. Description: ^{4*}	<Text entry>
4. Website address: ^{5*}	<URL>
Timeframe for confirmation or updating of information	
Please note that this category of information requires confirmation or updating after one year from the date of submission. After the deadline you will be asked to confirm or update the record within 3 months. After this period, if no confirmation has been received, the record will be marked as "Non-confirmed".	
Additional information	
5. Any other relevant information: ⁶	<Text entry> and/or <URL and website name> and/or <Attachment>
6. Notes ⁷	<Text entry>

¹ National records contain information that are usually part of a Party's obligations under the Cartagena Protocol on Biosafety and must be validated by BCH National Focal Points prior to publication in the BCH. The common formats for national records can be accessed through the Submit page of the BCH.

² National databases or websites include those publicly searchable Internet sites that are maintained by governments or national institutions.

³ Please enter the name of the website or database as you would like it to appear in the title of the record.

⁴ Please enter a short description of the national website or database, such as its function or information it makes available.

⁵ Please provide the URL of the website (e.g. <http://www.cbd.int>).

⁶ Please use this field to provide any other relevant information that may not have been addressed elsewhere in the record.

⁷ The "Notes" field is for personal use. It can only be seen when the record is being edited but is not visible when the record is published. This field is not meant to be used for confidential information.

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Date:*	<YYYY-MM-DD>
Country:*	<Country name>
Name of the BCH National Focal Point:*	<Text entry>
<i>I hereby confirm that the above information is correct and agree to its inclusion in the Biosafety Clearing-House.</i>	
Signature of the BCH National Focal Point:*	

*National Record:*¹ **Biosafety Expert**²

Fields marked with an asterisk () are mandatory.*

INTRODUCTION

[Decision BS-IV/4](#) sets out the criteria and minimum requirements for experts to be nominated to the roster of experts (annex I) as well as the guidelines for the roster of experts (annex II). The information submitted through this form will be made available and searchable through the Biosafety Clearing-House. Please note that according to decision BS-IV/4, experts' records are maintained on the roster for a period of **four** years from the last update of their information, after which they will be deleted from the roster unless renominated.

Nominating Government:*	<Country name>
Profile of the expert	
Briefly describe the relevant experience of the expert (150 words):*	<Text entry>
Contact details:*	<BCH record number> <i>Please enter the BCH record number containing the contact information or, if not registered, attach a "Contact"³ common format.</i>
Year of birth:	<YYYY>
Country of birth:	<Text entry>
Nationality(ies): ⁴	<Text entry>

Details of current employment	
Name of employer / organization / company:*	<Text entry>
Job title:*	<Text entry>
Department / division / unit:*	<Text entry>
Start date:*	<YYYY-MM>

¹ National records contain information that are usually part of a Party's obligations under the Cartagena Protocol on Biosafety and must be validated by BCH National Focal Points prior to publication in the BCH. The common formats for national records can be accessed through the Submit page of the BCH.

² Please note that to complete this form you may also need to download the following common format: "Contact".

³ All BCH common formats can be accessed through the Submit page of the BCH.

⁴ More than one nationality may be indicated.

Type of organization:*	☐ Academic or research institute ☐ Government agency (national/federal) ☐ Government agency (subnational) ☐ Intergovernmental organization (IGO) ☐ Non-governmental organization (NGO) ☐ Private sector (business and industry) ☐ Regional economic integration organization ☐ UN and other specialized agency of the UN Common System ☐ Other: <Text entry>
Main areas of responsibility:* ⁵	<Text entry>

Employment history	
<i>Please give details of relevant previous employment.</i>	
Countries or regions where you have worked:	<Country name> and/or <Geographical or political/economic group(s)>
Most recent previous professional experience	
Name of previous employer / organization / company:	<Text entry>
Department / division / unit:	<Text entry>
Start date:	<YYYY-MM>
End date:	<YYYY-MM>
Type of organization:	☐ Academic or research institute ☐ Government agency (national/federal) ☐ Government agency (subnational) ☐ Intergovernmental organization (IGO) ☐ Non-governmental organization (NGO) ☐ Private sector (business and industry) ☐ Regional economic integration organization ☐ UN and other specialized agency of the UN Common System ☐ Other: <Text entry>
Main areas of responsibility: ⁶	<Text entry>

Post-secondary education

⁵ Briefly describe how your work relates to biosafety and the area(s) of expertise for which you are being nominated.

⁶ Briefly describe how your work relates to biosafety and the area(s) of expertise for which you are being nominated.

A. Formal education	
First degree (e.g. B.Sc. in Microbiology)	
Title of the first degree or other academic distinction and subject:*	<Text entry>
Name of academic institution:*	<Text entry>
Dates of study (from / to):	Start date:* <YYYY-MM> End date:* <YYYY-MM>
Second degree (e.g. M.Sc. in Microbiology)	
Title of the second degree or other academic distinction and subject:	<Text entry>
Name of academic institution:	<Text entry>
Dates of study (from / to):	Start date: <YYYY-MM> End date: <YYYY-MM>
Third degree (e.g. Ph.D. in Microbiology)	
Title of the third degree or other academic distinction and subject:	<Text entry>
Name of academic institution:	<Text entry>
Dates of study (from / to):	Start date: <YYYY-MM> End date: <YYYY-MM>
B. Other professional qualifications	
List a maximum of three other relevant professional qualifications: (e.g. <i>specialized training</i> , <i>certifications obtained</i> , etc.)	a. <Text entry> b. <Text entry> c. <Text entry>

Areas of expertise*	
Please select one or more areas of academic and professional expertise that most closely match the experience of the nominee: ☐ ☐ ☐ ☐ ☐ ☐ ☐ Environmental risk assessment Risk management Biotechnology research and development Sampling and detection of living modified organisms Food safety Policy and legal Socioeconomic considerations	

☐	Trade issues
☐	Capacity development
☐	Public awareness, education and participation, including access to information
☐	Information and knowledge management
☐	Traditional knowledge
☐	Other: (please specify) <Text entry>

Publications	
List your three most important publications related to your main field of expertise:	1. <Text entry> 2. <Text entry> 3. <Text entry>

Professional memberships	
Professional memberships List up to three relevant professional societies or organizations of which you are a member:	1. <Text entry> 2. <Text entry> 3. <Text entry>
Technical committees, expert panels or advisory bodies served List up to three relevant technical committees, expert panels or advisory bodies on which you have served and briefly describe your specific responsibilities:	1. <Text entry> 2. <Text entry> 3. <Text entry>

Language proficiency	
Mother tongue:*	☐ Arabic ☐ English ☐ Russian ☐ Chinese ☐ French ☐ Spanish Other (specify): <Text entry>
Other languages	
Arabic:	☐ Excellent ☐ Good ☐ Fair
Chinese:	☐ Excellent ☐ Good ☐ Fair
English:	☐ Excellent ☐ Good ☐ Fair
French:	☐ Excellent ☐ Good ☐ Fair
Russian:	☐ Excellent ☐ Good ☐ Fair
Spanish:	☐ Excellent ☐ Good ☐ Fair
Other (specify): <Text entry>	☐ Excellent ☐ Good ☐ Fair

Timeframe for confirmation or updating of information	
Please note that according to decision BS-IV/4, experts' records are maintained on the roster for a period of four years from the last update of their information, after which they will be deleted from the roster unless renominated.	
Additional information	
Any other relevant information: ⁷	<Text entry> and/or <URL and website name> and/or <Attachment>
Notes: ⁸	<Text entry>

Record validation	
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Date:*	<YYYY-MM-DD>
Country:*	<Country name>
Name of the BCH National Focal Point:*	<Text entry>
<i>I hereby agree to the inclusion of the above information in the Biosafety Clearing-House.</i>	
Signature of the BCH National Focal Point:*	

⁷ Please use this field to provide any other relevant information that may not have been addressed elsewhere in this record.

⁸ The "Notes" field is for personal use. It can only be seen when the record is being edited but is not visible when the record is published. This field is not meant to be used for confidential information.

Reference Record:¹ Biosafety Virtual Library Resource²

Fields marked with an asterisk () are mandatory.*

General information	
1. Is this a new record or a modification to an existing record:*	☐ New record or ☐ Update of an existing record: <BCH record number> <i>Please provide the BCH record number of the record that is being updated.</i>
2. Title:*	<Text entry>
3. Type of resource:*	Please select the applicable option(s) from: <Options List – Resource Type> (see the list in the annex to this common format)
4. Author(s):*	Author(s) name: <Text entry> and/or Reference to the authoring organization(s): <BCH record number> <i>Please provide the BCH record number(s) containing this information or, if not registered, please attach a “Contact” or a “Biosafety Organization” common format.⁵</i>
5. Publisher:	Reference to the publishing house or publishing organization(s) of this resource: <Text entry>
6. Source: ⁶	<Text entry>
7. Publication date:*	<YYYY-MM>
8. Rights: ⁷	<Text entry>

¹ Reference records contain information that may be submitted by any registered user. The information will be published in the BCH only after its completeness and accuracy have been validated by the Secretariat. The common formats for reference records can be accessed through the Submit page of the BCH.

² The Biosafety Virtual Library Resource (VLR) is a database of biosafety-related publications and information resources maintained by the CBD Secretariat with the objective of increasing the accessibility and use of available biosafety information and resources by policymakers, educators, researchers, and the general public. Please note that to complete this form you may also need to download the following common format(s): “Contact”, “Biosafety Organization”, “Living Modified Organism”, “Genetic element” and “Organism”.

³ This will appear as the title of the BCH record.

⁴ Name of the person or organization who has authored the publication or information resource.

⁵ All BCH common formats can be accessed through the Submit page of the BCH.

⁶ A reference to a resource from which the present resource is derived, e.g. the name of a journal for an article published in a journal.

⁷ Information about rights held in and over the resource, such as copyright holder, and availability for reproduction for educational or non-profit purposes.

Access to the resource(s)	
9. Link to the resource(s):* ⁸	<Attachment> and/or <URL and website name> <Select language>*
10. Cover image(s):	<Attachment>
Information on the content of the resource	
11. Summary, abstract or table of contents (max 300 words):*	<Text entry>
12. Country(ies), regional or economic group(s) covered by the resource:	<Geographical or political/economic group(s)> and/or <Country name(s)>
Keywords for facilitating searching for information in the clearing-houses	
13. CBD subject areas:	Please select the applicable option(s) from: <Options List – CBD subject areas> (see the list in the annex to this common format)
Keywords related to biosafety	
14. Biosafety thematic areas:*	Please select the applicable option(s) from: <Options List – Biosafety thematic areas> (see the list in the annex to this common format)
15. Guidance on risk assessment of living modified organisms:	If “Risk assessment” was indicated as one of the “Biosafety thematic areas” in the previous question, please answer the following question: Would you like to recommend this document as background material for the “Guidance on Risk Assessment of Living Modified Organisms”?* (see http://bch.cbd.int/onlineconferences/ra_guidance_references.shtml) ☐ Yes ☐ No └ If “Yes”, please provide information on the author affiliation: ☐ Academic or research institute ☐ Government agency (national/federal) ☐ Government agency (subnational) ☐ Intergovernmental organization (IGO) ☐ Non-governmental organization (NGO)

⁸ Please always attach the relevant document(s) that will be stored in the database for users to download. When resources are available on the Internet, please also provide a link to them. Please note that attachments are preferable to links because attachments are permanently accessible whereas links can become broken.

	☐ Private sector (business and industry) ☐ Regional economic integration organization ☐ UN and other specialized agency of the UN Common System ☐ Other (please specify): <Text entry> AND L If “Yes”, please select the section(s) of the “Guidance” this resource is relevant to: <Options List – Sections of Guidance on Risk Assessment of Living Modified Organisms> (see the list in the annex to this common format)
16. Does this resource address one or more specific LMOs?*	☐ Yes ☐ No L <BCH record number> <i>Please enter the BCH record number containing this information or, if not registered, attach an “LMO” common format.⁹</i>
17. Does this resource address one or more specific organisms?*	☐ Yes ☐ No L <BCH record number> <i>Please enter the BCH record number containing this information or, if not registered, attach an “Organism” common format.¹⁰</i>
18. Does this resource address one or more specific genetic elements? ^{11*}	☐ Yes ☐ No L <BCH record number> <i>Please enter the BCH record number containing this information or, if not registered, attach a “Genetic element” common format.¹²</i>
Additional information	
19. Any other relevant information: ¹³	<Text entry> and/or <URL and website name> and/or <Attachment>
20. Notes: ¹⁴	<Text entry>

Record validation

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⁹ All BCH common formats can be accessed through the Submit page of the BCH.

¹⁰ All BCH common formats can be accessed through the Submit page of the BCH.

¹¹ Information on genetic elements refers to *DNA sequences*, including genes, regulatory DNA sequences and other nucleic acids used to create a living modified organism. They may encode a protein or may have a specific regulatory function.

¹² All BCH common formats can be accessed through the Submit page of the BCH.

¹³ Please use this field to provide any other relevant information that may not have been addressed elsewhere in the record.

¹⁴ The “Notes” field is for personal use. It can be seen only when the record is being edited but is not visible when the record is published. This field is not meant to be used for confidential information.

In case of difficulties in submitting this information online, the completed documents should be sent in MS Word format by e-mail to bch@cbd.int.

Alternatively, they can be sent by fax to **+1 514 288 6588**

or postal mail to:

Secretariat of the Convention on Biological Diversity
413 rue Saint-Jacques, suite 800
Montreal, Québec, H2Y 1N9
Canada

Important notice: Please note that if this form is going to be sent via fax, postal mail or from an e-mail address that is not registered in the BCH, a copy/scan of this signed page should be attached. A completed “Contact” common format should also be attached if the user is not registered in the BCH.

Date:*	<YYYY-MM-DD>
Name of the person submitting the request:*	<Text entry>
Contact details of the person submitting the request:	<registered email address> <i>Please enter the email address that is registered in the BCH or, if not registered, attach a “Contact” common format.¹⁵</i>
<i>I hereby confirm that the above information is correct and request its inclusion in the Biosafety Clearing-House.</i>	
Signature of the person submitting the information:*	

¹⁵ All BCH common formats can be accessed through the Submit page of the BCH.

ANNEX

OPTIONS FOR COMPLETING THE FORMAT

OPTIONS LIST - Resource type <i>(choose as many options as needed in order to best describe the resource)</i>			
<u>General library resource</u> • Article • Book • Book chapter • Briefing • Conference paper • Conference proceedings • Executive summary • Journal • Magazine • Newspaper • Report • Review	<u>Capacity-building related</u> • Best practices • Case studies • Checklist • Fact sheet • FAQs • Guide • Handout • Lessons learned • Manual • Needs assessment tool • Quiz • Standards • Technical guide • Tutorial • Worksheet	<u>Multimedia</u> • E-learning course • Image • Instructional video • Map • Podcast /audio recording • Poster • Presentation • Recording of an academic course • Webinar recording	<u>Online/virtual</u> • Listserv • Mailing list • News service • Online database • Online forum • Software application • Website <u>Catalogues</u> • Archive • Bibliography • Catalogue • Dictionary • Glossary

OPTIONS LIST – CBD subject areas <i>(choose as many options as needed in order to best describe the resource)</i>	
<u>Biomes:</u> • Agricultural biodiversity • Dry and sub-humid lands • Forest biodiversity • Inland waters biodiversity • Island biodiversity • Marine and coastal biodiversity • Mountain biodiversity • Polar biodiversity	<u>Cross-cutting issues:</u> • Scientific and technical cooperation • Access to genetic resources and benefit-sharing • Biodiversity for development • Chemicals and pollution • Climate change and biodiversity • Economics, trade and incentive measures • Ecosystem approach and restoration • Ex-situ conservation • Gender and biodiversity • Handling of biotechnology • Health and biodiversity • Protected areas • Intellectual property rights • Invasive alien species • Traditional knowledge, innovations & practices • Taxonomy • Tourism • Genetic use restriction technologies • Sustainable use of biodiversity • Transfer of technology and cooperation • Biosafety and biotechnology • Endangered species • Exchange of information

	• South-south cooperation • New and emerging issues • In-situ conservation
--	--

OPTIONS LIST – Biosafety thematic areas <i>(choose as many options as needed in order to best describe the resource)</i>	
☐	Biosafety policy and regulation ☐ Advance informed agreement (AIA) ☐ Compliance and enforcement ☐ Import / export ☐ Liability and redress ☐ Multilateral agreements ☐ National administrative frameworks ☐ National decision-making system ☐ National policies ☐ National/domestic regulatory frameworks or guidelines ☐ Precautionary approach (Principle 15 of Rio Declaration) ☐ Transit
☐	Capacity-building and financial resources ☐ Cooperation and coordination mechanism ☐ Financial mechanisms and resources ☐ Institutional capacity development ☐ Project design, monitoring and evaluation ☐ Technology transfer ☐ Training
☐	Information-sharing and management ☐ BCH Central Portal ☐ BCH national nodes ☐ Biosafety databases ☐ Additional sources of biosafety information
☐	LMO use and transboundary movement ☐ Contained use ☐ Emergency measures ☐ Field trials ☐ Handling, transport, packaging and identification ☐ Illegal transboundary movement ☐ LMOs for introduction into the environment (environmental releases) ☐ LMOs for pharmaceuticals ☐ LMOs for use as food or feed or for processing ☐ LMOs or specific traits that may have adverse effects ☐ LMOs or specific traits that are not likely to have adverse effects ☐ Unintentional transboundary movement
☐	Public awareness, education and participation ☐ Access to information

☐ Biosafety education ☐ Communication ☐ Public participation ☐ Public awareness ☐ Scientific and technical issues ☐ Food and feed safety ☐ Human health ☐ Detection ☐ Environmental monitoring ☐ Sampling ☐ Risk assessment ☐ Risk management ☐ Socioeconomic and trade issues ☐ Bioethics ☐ Coexistence ☐ Intellectual property rights ☐ Social and/or economic assessments ☐ Trade rules and standards ☐ Other (please specify): <Text entry>

OPTIONS LIST – Sections of “Guidance on Risk Assessment of Living Modified Organisms”

Part I: Roadmap for risk assessment of living modified organisms

- | |
|--|
| ☐ Background
☐ Introduction
☐ Overarching issues in the risk assessment process <ul style="list-style-type: none"> ☐ Protection goals, assessment endpoints and measurement endpoints <ul style="list-style-type: none"> ☐ Protection goals and centres of origin and genetic diversity ☐ Quality and relevance of information ☐ Information requirements in the case of field trials or experimental releases ☐ Identification and consideration of uncertainty |
| ☐ Planning phase of the risk assessment <ul style="list-style-type: none"> ☐ Establishing the context and scope ☐ Problem formulation ☐ The choice of comparators |
| ☐ Conducting the risk assessment <ul style="list-style-type: none"> ☐ Step 1: “Identification of any novel genotypic and phenotypic characteristics associated with the living modified organism that may have adverse effects on biological diversity in the likely potential receiving environment, taking also into account risks to human health” <ul style="list-style-type: none"> ☐ Identifying potential adverse effects to human health arising through environmental exposure ☐ Characterization of LMOs developed through RNAi-based methods ☐ LM crops and the use of herbicides ☐ Step 2: “Evaluation of the likelihood of adverse effects being realized, taking into account the level and kind of exposure of the likely potential receiving environment to the living modified organism” ☐ Step 3: “Evaluation of the consequences should these adverse effects be realized” ☐ Step 4: “Estimation of the overall risk posed by the living modified organism based on the evaluation of the likelihood and consequences of the identified adverse effects being realized” |

☐	Step 5: "Recommendation as to whether or not the risks are acceptable or manageable, including, where necessary, identification of strategies to manage these risks"
☐	Related issues
Part II: Specific types of LMOs and traits	
☐	Risk assessment of living modified plants with stacked genes or traits
☐	Introduction
☐	Planning phase of the risk assessment
☐	The choice of comparators
☐	Conducting the risk assessment
☐	Sequence characteristics at the insertion sites, genotypic stability and genomic organization
☐	Potential interactions among the stacked genes, their resulting phenotypic changes and effects on the environment and human health
☐	Combinatorial and cumulative effects
☐	Crossing and segregation of transgenes
☐	Methods for distinguishing the combined transgenes in a stacked event from the parental LM plants
☐	Risk assessment of living modified plants with tolerance to abiotic stress
☐	Introduction
☐	Planning phase of the risk assessment
☐	The choice of comparators
☐	Conducting the risk assessment
☐	Unintended characteristics, including cross-talk between stress responses
☐	Testing the living modified plant in representative environments
☐	Persistence in agricultural areas and invasiveness of natural habitats
☐	Effects on the abiotic environment and ecosystem
☐	Risk assessment of living modified trees
☐	Background
☐	Introduction
☐	Planning phase of the risk assessment
☐	The choice of comparators
☐	Conducting the risk assessment
☐	Presence of genetic elements and propagation methods
☐	Long lifespan, genetic and phenotypic characterization and stability of the modified genetic elements
☐	Dispersal mechanisms
☐	The likely potential receiving environment(s)
☐	Exposure of the ecosystem to living modified trees and potential consequences
☐	Risk management strategies
☐	Risk assessment of living modified mosquitoes species that act as vectors of human and animal diseases
☐	Introduction
☐	Objective and scope
☐	Planning phase of the risk assessment
☐	The choice of comparators
☐	Conducting the risk assessment
☐	Characterization of the living modified mosquito
☐	Unintended effects on biological diversity (species, habitats, ecosystems, and ecosystem function and services)
☐	Vertical gene transfer
☐	Horizontal gene transfer
☐	Persistence of the transgene in the ecosystem

☐	Evolutionary responses (especially in target mosquito vectors or pathogens of humans and animals)
☐	Unintentional transboundary movement
☐	Risk management strategies
☐	Containment of the living modified mosquito
☐	Related issues
Part III: Monitoring of living modified organisms released into the environment	
☐	Introduction
☐	Objective and scope
☐	Monitoring and its purposes
☐	Development of a monitoring plan
☐	Choice of indicators and parameters for monitoring ("what to monitor?")
☐	Monitoring methods, baselines including reference points, and duration of monitoring ("how to monitor?")
☐	Selecting monitoring methods
☐	Establishing baselines, including reference points
☐	Establishing the duration and frequency of monitoring
☐	Choice of monitoring sites ("where to monitor?")
☐	Reporting of monitoring results ("how to communicate?")

Reference Record:¹ Biosafety Organization²

Fields marked with an asterisk () are mandatory.*

General information	
1. Name of the organization: ^{3*}	<Text entry>
2. Acronym: ⁴	<Text entry>
3. Contact person(s):	<BCH record number> Please enter the BCH record number(s) containing this information or complete and attach a "Contact" common format. ⁵
Organization coordinates	
4. Address:	<Text entry>
5. City:*	<Text entry>
6. State or province:	<Text entry>
7. Postal code or zip:	<Text entry>
8. Country:*	<Country name>
9. Phone number(s): ^{6*}	<Text entry>
10. Fax number(s): ⁷	<Text entry>
11. Email address(es):*	<Text entry>
12. Website(s): ⁸	<URL and website name>
Detailed information	

¹ Reference records contain information that may be submitted by any registered user. The information will be published in the BCH only after its completeness and accuracy have been validated by the Secretariat. The common formats for reference records can be accessed through the Submit page of the BCH.

² Registered users may submit to the BCH information about the organization involved in biosafety activities. Please note that to complete this form you may also need to download the following common formats: "Contact" and "Biosafety Organization".

³ Please provide the name of the organization as you would like it to appear in the title of the record. For example, United Nations Environment Programme.

⁴ If applicable, please provide an acronym commonly used to refer to the organization. For example, UNEP.

⁵ All BCH common formats are available through the Submit page of the BCH.

⁶ Please use the following format: + [country code] [city code] [telephone number] [extension, if necessary]; Example: +1 514 288-2220 ext. 221 (where 1 = North America, 514 = Montreal, 288-2220 = CBD Secretariat number, ext. 221 = direct extension to the switchboard).

⁷ Same note above.

⁸ Please provide the URL of the website (e.g. <http://www.cbd.int>) and the name of the website (e.g. "The Convention on Biological Diversity").

13. Type of organization (<i>select <u>only one</u> option</i>):*	☐ Academic or research institute ☐ Government agency (national/federal) ☐ Government agency (subnational) ☐ Intergovernmental organization (IGO) ☐ Non-governmental organization (NGO) ☐ Private sector (business and industry) ☐ Regional economic integration organization ☐ UN and other specialized agency of the UN common System ☐ Other (please specify): <Text entry>
14. Areas of work: (<i>please provide keywords only</i>)	<Text entry>
15. Regional area(s) of operations or political/economic group(s) (<i>select one or more options</i>): <i>Note: The list of regions is standard across various applications and clearing-houses managed by the CBD Secretariat.</i>	☐ Africa – All countries ☐ Africa – regions ☐ Africa – Middle Africa ☐ Africa – Eastern Africa ☐ Africa – Northern Africa ☐ Africa – Southern Africa ☐ Africa – Western Africa ☐ Africa – groups ☐ Africa – African Union ☐ Africa – Economic Commission for Africa ☐ Africa – Economic Community of West African States ☐ Africa – Southern African Development Community ☐ Africa - Union Economique et Monétaire Ouest Africaine ☐ Americas - All countries ☐ Americas - regions ☐ Americas - Caribbean ☐ Americas - Central America ☐ Americas - Northern America ☐ Americas - South America ☐ Americas - groups ☐ Americas - Amazon Cooperation Treaty ☐ Americas - Andean Pact ☐ Americas - Asociacion Latinoamericana de Integracion ☐ Americas - Association of Caribbean States ☐ Americas - Comision Centroamericana de Ambiente y Desarrollo ☐ Americas - Economic Commission for Latin America and the Caribbean ☐ Americas - Mercosur

	☐ Americas - The Caribbean Community (Caricom)
☐	Asia - All countries
	☐ Asia - regions ☐ Asia - Central Asia ☐ Asia - Eastern Asia ☐ Asia - Southern Asia ☐ Asia - South-Eastern Asia ☐ Asia - Western Asia
	☐ Asia - groups ☐ Asia - Association of Southeast Asian Nations ☐ Asia-Pacific - Economic and Social Commission for Asia and the Pacific ☐ Asia - Economic and Social Commission for Western Asia ☐ Asia - South Asia Cooperative Environment Programme ☐ Asia-Pacific – Pacific Small Islands countries
☐	Europe - All countries
	☐ Europe - regions ☐ Europe - Northern Europe ☐ Europe - Southern Europe ☐ Europe - Western Europe ☐ Europe - Eastern Europe
	☐ Europe - groups ☐ Europe - European Union member states ☐ Europe - Economic Commission for Europe ☐ Europe - European Free Trade Association ☐ Europe - Visegrad Group ☐ Eurasia - Commonwealth of Independent States ☐ Eurasia - Pan-European Biological and Landscape Diversity Strategy
☐	Oceania - All countries
	☐ Oceania - regions ☐ Oceania - Australia and New Zealand ☐ Oceania - Melanesia ☐ Oceania - Micronesia ☐ Oceania – Polynesia
☐	CBD - Parties
☐	CBD - Biosafety Protocol Parties
☐	CBD - Parties to the Supplementary Protocol on Liability and Redress
☐	CBD - Parties to the Nagoya Protocol on Access and Benefit-sharing
☐	CBD Regional Groups - Africa
☐	CBD Regional Groups - Asia and the Pacific

	☐ CBD Regional Groups - Asia subregion ☐ CBD Regional Groups - Pacific subregion ☐ CBD Regional Groups - Central and Eastern Europe ☐ CBD Regional Groups - Latin America and the Caribbean ☐ CBD Regional Groups - Caribbean subregion ☐ CBD Regional Groups - Latin America subregion ☐ CBD Regional Groups - Western Europe and Others ☐ Global ☐ Global - Countries with Economies in Transition ☐ Global - Developing countries ☐ Global - Industrialized countries ☐ Global - Least Developed Countries ☐ Global - Small Island Developing States ☐ Global - Arctic countries ☐ Global - Asia-Pacific Economic Cooperation ☐ Global - La Francophonie ☐ Global - Organisation for Economic Co-operation and Development ☐ Global - The Cairns Group ☐ Global - The Commonwealth ☐ Ecosystems ☐ Inland water ecosystems ☐ Inland water ecosystems - Amazon basin countries ☐ Inland water ecosystems - Caspian Sea countries ☐ Inland water ecosystems - Danube basin countries ☐ Inland water ecosystems - Ganges-Brahmaputra basin countries ☐ Inland water ecosystems - Mekong basin countries ☐ Inland water ecosystems - Niger basin countries ☐ Inland water ecosystems - Nile basin countries ☐ Inland water ecosystems - Zambezi basin countries ☐ Large marine ecosystems ☐ Large marine ecosystems - Arabian Sea countries ☐ Large marine ecosystems - Baltic Sea countries ☐ Large marine ecosystems - Black Sea countries ☐ Large marine ecosystems - Mediterranean countries ☐ Large marine ecosystems - North Sea countries
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	☐ Large marine ecosystems - Red Sea countries ☐ Large marine ecosystems - South China Sea countries ☐ Mountains ☐ Mountains - Alpine countries ☐ Mountains - Andean countries ☐ Mountains - Carpathian countries ☐ Mountains - Caucasus countries ☐ Mountains - Himalayan countries ☐ Other (please specify): <Text entry>
16. Organization's profile:*	<Text entry> <i>Please provide or attach a short profile of the organization and its relevance to biosafety.</i> and/or <URL and website name> and/or <Attachment(s)>
17. Linked organizations: ⁹	<BCH record number> <i>Please enter the BCH record number(s) containing information on other related organizations or attach additional "Biosafety Organization" common format.¹⁰</i>

Timeframe for confirmation or updating of information

Please note that this category of information requires confirmation or updating after one year from the date of submission. After the deadline you will be asked to confirm or update the record within 3 months. After this period, if no confirmation has been received, the record will be marked as "Non-confirmed".

Additional information

18. Any other relevant information: ¹¹	<Text entry> and/or <URL and website name> and/or <Attachment>
19. Notes: ¹²	<Text entry>

Record validation

Information should be submitted online to the BCH through the Submit page. This offline common format is made available to assist BCH users to gather and organize their records prior to submission to the BCH.

In case of difficulties in submitting this information online, the completed documents should be sent in MS Word format by email to bch@cbd.int.

Alternatively, they can be sent by fax to **+1 514 288 6588**

⁹ Please use this field to link to any other related organizations that may be in the database (e.g. GEF and UNEP-GEF).

¹⁰ All BCH common formats are available through the Submit page of the BCH.

¹¹ Please use this field to provide any other relevant information that may not have been addressed elsewhere in the record.

¹² The "Notes" field is for personal use. It can only be seen when the record is being edited but is not visible when the record is published. This field is not meant to be used for confidential information.

or postal mail to:

Secretariat of the Convention on Biological Diversity
413 rue Saint-Jacques, suite 800
Montreal, Québec, H2Y 1N9
Canada

Important notice: Please note that if this form is going to be sent via fax, postal mail or from an email address that is not registered in the BCH, a copy/scan of this signed page should be attached. A completed "Contact" common format should also be attached if the user is not registered in the BCH.

Date:*	<YYYY-MM-DD>
Name of the person submitting the request:*	<Text entry>
Contact details of the person submitting the request:	<registered email address> <i>Please enter the email address that is registered in the BCH or, if not registered, attach a "Contact" common format.¹³</i>
<i>I hereby confirm that the above information is correct and request its inclusion in the Biosafety Clearing-House.</i>	
Signature of the person submitting the information:*	

¹³ All BCH common formats are available through the Submit page of the BCH.

Reference Record:¹ Laboratory for detection and identification of LMOs²

Fields marked with an asterisk (*) are mandatory.

General Information	
1. Laboratory name and coordinates:*	<BCH record number> The name and coordinates of the laboratory are provided by linking to a “Biosafety Organization” record in the BCH. Please enter the BCH record number of the organization. If there is no BCH record for the organization, please complete and attach the “Biosafety Organization” common format.³
2. Related organization: ⁴	<BCH record number> Please use this field to link to the records of other related organizations (e.g. parent organization) in the BCH. If there is no BCH record for the organization, please complete and attach the “Biosafety Organization” common format.⁵

Laboratory Details	
3. Services and activities performed:*	☐ Field sampling ☐ Field testing ☐ Development of standard methods ☐ Development of reference materials ☐ Supply of reference materials ☐ Organization of inter-laboratory comparisons ☐ Validation of third parties' results and methods ☐ Capacity-building or training ☐ Other (please specify): <Text entry>
4. Collaborative agreements: ⁶	<Text entry> and/or <URL and website name> and/or <Attachment>
5. Accreditations and certifications of the laboratory (e.g. ISO/IEC 17025):	Please specify: <Text entry>

¹ Reference records contain information that may be submitted by any registered user. The information will be published in the BCH only after its completeness and accuracy have been validated by the Secretariat. The common formats for reference records can be accessed through the Submit page of the BCH.

² Registered users may submit to the BCH information about the laboratory involved in detection and identification of LMOs. Please note that to complete this form you may also need to download the following common formats: “Contact”, “Biosafety Organization”, “Living Modified Organism” and “Genetic element”.

³ All BCH common formats can be accessed through the Submit page of the BCH.

⁴ Please use this field to link to any other related organizations that may be in the database (e.g. parent organization).

⁵ All BCH common formats can be accessed through the Submit page of the BCH.

⁶ Specify any national competent authority, organization or laboratory within or outside the country, which has an agreement with this laboratory.

6. Types of detection/identification method(s) available for use in the laboratory:*	☐ DNA-based ☐ Quantitative PCR (qPCR) ☐ Qualitative PCR (end-point PCR) ☐ DNA sequencing ☐ Southern hybridization ☐ Genomics ☐ Other (please specify): <Text entry> ☐ RNA-based ☐ Northern hybridization ☐ Reverse transcription PCR (qualitative) ☐ Reverse transcription PCR (quantitative) ☐ Transcriptomics ☐ Other (please specify): <Text entry> ☐ Protein-based ☐ ELISA ☐ Strip test ☐ Western hybridization ☐ Proteomics ☐ Other (please specify): <Text entry> ☐ Metabolites ☐ Chromatography (liquid, gas, HPLC,TLC, etc) ☐ Mass spectrometry ☐ Metabolomics ☐ Other (please specify): <Text entry> ☐ Other (please specify): <Text entry>
7. Types of LMOs:	☐ Plants ☐ Animals ☐ Fungi ☐ Bacteria ☐ Viruses ☐ Other (specify): <Text entry>
8. LMO(s) detectable by the laboratory:	<BCH LMO record number> <i>Please enter the BCH record numbers of the LMOs that are detectable by the laboratory. If records on the LMOs have not been published in the BCH, please complete and attach the "LMO" common format.⁷</i>
9. Genetic element(s) detectable by the laboratory:*	<BCH Genetic element record number> <i>Please enter the BCH record numbers of the genetic elements that are detectable by the laboratory. If records on the genetic elements have not been published in the BCH, please complete and attach the "Genetic element" common format.⁸</i>

⁷ All BCH common formats can be accessed through the Submit page of the BCH.

⁸ Same note as above.

Timeframe for confirmation or updating of information	
Please note that this category of information requires confirmation or updating after one year from the date of submission. After the deadline you will be asked to confirm or update the record within 3 months. After this period, if no confirmation has been received, the record will be marked as "Non-confirmed".	
Additional Information	
10. Any other relevant information: ⁹	<Text entry> and/or <URL and website name> and/or <Attachment>
11. Notes: ¹⁰	<Text entry>

Record validation	
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Date:*	<YYYY-MM-DD>
Name of the person submitting the request:*	<Text entry>
Contact details of the person submitting the request:	<registered email address> <i>Please enter the email address that is registered in the BCH or, if not registered, attach a "Contact" common format.¹¹</i>
I hereby confirm that the above information is correct and request its inclusion in the Biosafety Clearing-House.	
Signature of the person submitting the information:*	

⁹ Please use this field to provide any other relevant information that may not have been addressed elsewhere in the record.

¹⁰ The "Notes" field is for personal use. It can only be seen when the record is being edited but is not visible when the record is published. This field is not meant to be used for confidential information.

¹¹ All BCH common formats can be accessed through the Submit page of the BCH.

Reference Record:¹ Living Modified Organism (LMO)²

Fields marked with an asterisk () are mandatory.*

Identity of the living modified organism	
1. LMO name: ³	<Text entry>
2. Transformation event: ^{4*}	<Text entry>
3. Does this LMO have a unique identifier: ^{5*}	☐ Yes ↳ Enter unique identifier:* <Text entry> OR ☐ No
4. Developer(s):*	<BCH record number> <i>Please enter the BCH record number(s) of the developer(s) or, if there is no record, attach "Contact" common format(s).⁶</i>
5. Description:*	<Text entry>
6. Recipient organism or parental organisms: ^{7*}	<BCH record number> <i>Please enter the BCH record number(s) containing this information or, if there is no record, attach "Organism" or "LMO" common format(s).⁸</i>
7. Point of collection or acquisition of the recipient organism or parental organisms:	<Text entry>
8. Related LMO(s):	<BCH record number>

¹ Reference records contain information that may be submitted by any registered user. The information will be published in the BCH only after its completeness and accuracy have been validated by the Secretariat. The common formats for reference records can be accessed through the Submit page of the BCH.

² Please note that to complete this form you may also need to download the following common format(s): "Contact", "Genetic element", "Organism" as well as additional copies of the "LMO" common format.

³ Name commonly used to identify the LMO, such as the commercial name, e.g. Roundup Ready™ soybean, NewLeaf™ potato, etc.

⁴ Name of the transformation event, e.g. MON810.

⁵ The BCH is currently using the Unique Identifier system as set out in the OECD Guidance for the Designation of Unique Identifiers for Transgenic Plants (example MON-00810-6). For more information see <http://bch.cbd.int/database/organisms/uniqueidentifiers/about.shtml>.

⁶ All BCH common formats can be accessed through the Submit page of the BCH.

⁷ The term "Recipient organism" refers to an organism (either already modified or non-modified) that was subjected to genetic modification, whereas "Parental organisms" refers to those that were involved in cross breeding or cell fusion.

⁸ All BCH common formats can be accessed through the Submit page of the BCH.

	<i>Please enter the BCH record number(s) containing this information or, if there is no record, attach "LMO" common format(s).⁹</i>
Characteristics of the modification process	
9. Vector: ^{*10}	<Text entry>
10. Techniques used for the modification: [*]	☐ Agrobacterium-mediated DNA transfer ☐ Biolistic / particle gun ☐ Cell fusion ☐ Cross-breeding ☐ <i>de novo</i> synthesis ☐ Direct DNA transfer ☐ Electroporation ☐ Heat shock ☐ Microinjection ☐ Osmotic shock ☐ Embryonic stem cell-mediated gene transfer ☐ Gene editing (e.g. CRISPR-Cas, etc.) ☐ Virus-mediated gene transfer ☐ Other (please specify): <Text entry>
11. Introduced or modified genetic element(s): ^{11*}	<BCH record number> <i>Please enter the BCH record number(s) containing this information or, if there is no record, attach "Genetic element" common format(s).¹²</i> Notes regarding the genetic elements present in this LMO:¹³ <Text entry>

⁹ See note 8 above.

¹⁰ Vectors are used to incorporate a DNA sequence (typically the promoter-gene-terminator construct) to assist its transfer into the recipient organism. Examples: Agrobacterium Ti plasmid and pBIN19.

¹¹ Preferably all genetic elements that were introduced into this LMO, such as promoters, protein coding sequences and terminators, must be referenced in this section. At least ALL protein coding sequences are mandatory.

¹² All BCH common formats can be accessed through the Submit page of the BCH.

¹³ In the field "Notes regarding these genetic elements", please specify if any of these elements have been modified from the sequence registered in the BCH Genetic Element Registry and how they relate to each other in this LMO, for instance "*epsps* protein coding sequence under control of the 35S promoter and *nos* terminator".

LMO characteristics

12. Modified traits:*

☐ **Resistance to <diseases and pests>**

- ☐ Bacteria
 - ☐ *Pseudomonas syringae*
- ☐ Fungi
- ☐ Insects
 - ☐ Coleoptera (beetles)
 - ☐ Colorado potato beetle (*Leptinotarsa decemlineata*)
 - ☐ Western corn rootworm (*Diabrotica virgifera*)
 - ☐ Northern corn rootworm (*Diabrotica barberi*)
 - ☐ Diptera (flies)
 - ☐ Hessian fly (*Mayetiola destructor*)
 - ☐ Lepidoptera (butterflies and moths)
 - ☐ Cotton bollworm (*Helicoverpa* spp.)
 - ☐ European corn borer (*Ostrinia nubilalis*)
 - ☐ Fall armyworm (*Spodoptera frugiperda*)

- ☐ Nematodes
 - ☐ Beet cyst eelworm (*Heterodera schachtii*)
 - ☐ Cereal cyst nematode (*Heterodera* spp.)
- ☐ Prions
- ☐ Viroids
- ☐ Viruses
 - ☐ Beet necrotic yellow virus (BNYV)
 - ☐ Mosaic virus
 - ☐ Cucumber mosaic virus (CMV)
 - ☐ Watermelon mosaic virus-2 (WMV2)
 - ☐ Zucchini yellow mosaic virus (ZYMV)
 - ☐ Papaya ringspot virus (PRV)
 - ☐ Potato leaf roll virus (PLRV)
 - ☐ Potato virus Y (PVY)
- ☐ Other <Text entry>

☐ **Resistance to <herbicides>**

- ☐ Bromoxynil
- ☐ Chlorsulfuron
- ☐ Glufosinate
- ☐ Glyphosate
- ☐ Imidazolinone
- ☐ Sethoxydim
- ☐ Sulfonylurea
- ☐ Other <Text entry>

☐ **Resistance to <antibiotics>**

- ☐ Ampicillin
- ☐ Chloramphenicol
- ☐ Hygromycin
- ☐ Kanamycin
- ☐ Neomycin
- ☐ Streptothricin
- ☐ Streptomycin
- ☐ Tetracycline
- ☐ Other <Text entry>

*This list continues on the next page**This list continued from the previous page*☐ **Tolerance to <abiotic stress>**

- ☐ Aluminum
- ☐ Cold / heat
- ☐ Drought
- ☐ Micronutrient deficiency
- ☐ Nitrogen deficiency
- ☐ Phosphorus deficiency
- ☐ Potassium deficiency
- ☐ Salinity
- ☐ Other <Text entry>

☐ **Changes in <physiology and/or production>**

- ☐ Growth rate
- ☐ Photoperiod response
- ☐ Reproduction
 - ☐ Genetic use restriction technology (GURT)
 - ☐ Male sterility
- ☐ Ripening
- ☐ Yield
- ☐ Other <Text entry>

☐ **Changes in <quality and/or metabolite content>**

- ☐ Allergens
- ☐ Amylose and amylopectin ratio
- ☐ Antioxidants
- ☐ Carbohydrates

☐ **Production of <medical or pharmaceutical compounds (human or animal)>**

- ☐ Antibiotics
- ☐ Antibodies and antigens
- ☐ Antithrombin
- ☐ Human growth hormone

☐ Cellulose ☐ Flavonoids (e.g. anthocyanin) ☐ Lignin ☐ Lipid and fatty acids ☐ Lysine content ☐ Pigmentation / coloration ☐ Protein and amino acids ☐ Shelf-life ☐ Vitamins ☐ Other <Text entry>	☐ Human serum albumin ☐ Insulin ☐ Organs (xenotransplantation) ☐ Omega-3 fatty acids (e.g. DHA) ☐ Vaccines ☐ Other <Text entry>
☐ Use in <industrial applications> ☐ Biofuel production ☐ Bioremediation ☐ Other <Text entry>	☐ Selectable marker genes and reporter genes
☐ Engineered <gene drive application> ☐ Population suppression ☐ Population replacement ☐ Other <Text entry>	☐ Others, please specify: <Text entry>

13. Other gene(s) whose expression was affected by the transformation: ¹⁴	<BCH record number> Please enter the BCH record number(s) containing this information or, if there is no record, attach "Genetic element" common format(s).¹⁵ Please describe how the expression of the gene(s) was affected: <Text entry>
14. Common use(s) of the LMO: ¹⁶	☐ Biocontrol ☐ Biofuel ☐ Bioreactors ☐ Bioremediation ☐ Feed ☐ Fiber/textile ☐ Food ☐ Ornamental ☐ Pharmaceutical ☐ Research ☐ Timber ☐ Vaccine ☐ Other (specify): <Text entry>
Detection method(s)	

¹⁴ This section should be used to specify changes in the expression of genes other than those that were inserted into the LMO; for example, gene silencing or induction.

¹⁵ All BCH common formats can be accessed through the Submit page of the BCH.

¹⁶ Choose as many options as applicable.

15. Detection method(s):	<Text entry> <i>and/or</i> <URL and website name> <i>and/or</i> <Attachment>
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Timeframe for confirmation or updating of information	
This category of information does not require confirmation or updating.	
Additional information	
16. Any other relevant information: ¹⁷	<Text entry> <i>and/or</i> <URL and website name> <i>and/or</i> <Attachment>
17. Notes: ¹⁸	<Text entry>

Record validation	
Information should be submitted online to the BCH through the Submit page. This offline common format is made available to assist BCH users to gather and organize their records prior to submission to the BCH. In case of difficulties in submitting this information online, the completed documents should be sent in MS Word format by email to bch@cbd.int. Alternatively, they can be sent by fax to +1 514 288 6588 or postal mail to: Secretariat of the Convention on Biological Diversity 413 rue Saint-Jacques, suite 800 Montreal, Québec, H2Y 1N9 Canada Important notice: Please note that if this form is going to be sent via fax, postal mail or from an email address that is not registered in the BCH, a copy/scan of this signed page should be attached. A completed “Contact” common format should also be attached if the user is not registered in the BCH.	
Date:*	<YYYY-MM-DD>
Name of the person submitting the request:*	<Text entry>
Contact details of the person submitting the request:	<registered email address> <i>Please enter the email address that is registered in the BCH or, if not registered, attach a “Contact” common format.¹⁹</i>
I hereby confirm that the above information is correct and request its inclusion in the Biosafety Clearing-House.	
Signature of the person submitting the information:*	

¹⁷ Please use this field to provide any other relevant information that may not have been addressed elsewhere in the record.

¹⁸ The “Notes” field is for personal use. It can only be seen when the record is being edited but is not visible when the record is published. This field is not meant to be used for confidential information.

¹⁹ All BCH common formats can be accessed through the Submit page of the BCH.

*Reference Record:*¹ **Genetic element**²

Fields marked with an asterisk () are mandatory.*

General information about the genetic element	
1. Name of genetic element:*	<Text entry>
2. Alternate genetic element name(s) (synonym(s)):	<Text entry>
3. Abbreviation:*	<Text entry>
4. Category:*	☐ Protein coding sequence ☐ Promoter ☐ Terminator ☐ Transit signal ☐ Double-stranded RNA ☐ Other (specify): <Text entry>
5. Is this genetic element a synthetic molecule?*	☐ Yes ☐ No
Donor organism	
6. Donor organism(s):*	<BCH record number> <i>Please enter the BCH record number(s) containing this information or, if there is/are no record(s), attach one or more "Organism" common formats.³</i>
7. Point of collection or acquisition of the donor organism(s):	<Text entry> <i>and/or <Attachment> (Limited to .geojson files (http://www.geojson.org/))</i>
Characteristics of the protein coding sequence	
<i>Please fill this section only if, in question 4 above, you have indicated that the category of the genetic element is "Protein coding sequence".</i>	

¹ Reference records contain information that may be submitted by any registered user. The information will be published in the BCH only after its completeness and accuracy have been validated by the Secretariat. The common formats for reference records can be accessed through the Submit page of the BCH.

² Information on genetic elements refers to *DNA sequences*, including genes, regulatory DNA sequences and other nucleic acids used to create a living modified organism. They may encode a protein or may have a specific regulatory function. Please note that to complete this form you may also need to download the following common format(s): "Contact" and "Organism".

³ All BCH common formats can be accessed through the Submit page of the BCH.

8. Name of the protein expressed by the coding sequence:	<Text entry>
9. Biological function of the protein:	<Text entry>
10. Related trait(s) or use(s) in biotechnology: ^{*4} ☐ Resistance to <diseases and pests> ☐ Bacteria ☐ <i>Pseudomonas syringae</i> ☐ Fungi ☐ Insects ☐ Coleoptera (beetles) ☐ Colorado potato beetle (<i>Leptinotarsa decemlineata</i>) ☐ Western corn rootworm (<i>Diabrotica virgifera</i>) ☐ Northern corn rootworm (<i>Diabrotica barberi</i>) ☐ Diptera (flies) ☐ Hessian fly (<i>Mayetiola destructor</i>) ☐ Lepidoptera (butterflies and moths) ☐ Cotton bollworm (<i>Helicoverpa</i> spp.) ☐ European corn borer (<i>Ostrinia nubilalis</i>) ☐ Fall armyworm (<i>Spodoptera frugiperda</i>) ☐ Nematodes ☐ Beet cyst eelworm (<i>Heterodera schachtii</i>) ☐ Cereal cyst nematode (<i>Heterodera</i> spp.) ☐ Prions ☐ Viroids ☐ Viruses ☐ Beet necrotic yellow virus (BNYV) ☐ Mosaic virus ☐ Cucumber mosaic virus (CMV) ☐ Watermelon mosaic virus-2 (WMV2) ☐ Zucchini yellow mosaic virus (ZYMV) ☐ Papaya ringspot virus (PRV) ☐ Potato leaf roll virus (PLRV) ☐ Potato virus Y (PVY) ☐ Other <Text entry> <i>This list continues on the next page</i>	

<i>This list continued from the previous page</i>	
☐ Resistance to <herbicides> ☐ Bromoxynil ☐ Chlorsulfuron ☐ Glufosinate ☐ Glyphosate ☐ Imidazolinone ☐ Sethoxydim ☐ Sulfonylurea ☐ Other <Text entry>	☐ Resistance to <antibiotics> ☐ Ampicillin ☐ Chloramphenicol ☐ Hygromycin ☐ Kanamycin ☐ Neomycin ☐ Streptothricin ☐ Streptomycin ☐ Tetracycline ☐ Other <Text entry>
☐ Tolerance to <abiotic stress> ☐ Aluminum ☐ Cold / heat ☐ Drought ☐ Micronutrient deficiency ☐ Nitrogen deficiency ☐ Phosphorus deficiency ☐ Potassium deficiency ☐ Salinity ☐ Other <Text entry>	☐ Changes in <physiology and/or production> ☐ Growth rate ☐ Photoperiod response ☐ Reproduction ☐ Genetic use restriction technology (GURT) ☐ Male sterility ☐ Ripening ☐ Yield ☐ Other <Text entry>

⁴ Please select the terms below that best describe how this protein coding sequence is used in modern biotechnology.

☐ Changes in <quality and/or metabolite content> ☐ Allergens ☐ Amylose and amylopectin ratio ☐ Antioxidants ☐ Carbohydrates ☐ Cellulose ☐ Flavonoids (e.g. anthocyanin) ☐ Lignin ☐ Lipid and fatty acids ☐ Lysine content ☐ Pigmentation / coloration ☐ Protein and amino acids ☐ Shelf-life ☐ Vitamins ☐ Other <Text entry>	☐ Production of <medical or pharmaceutical compounds (human or animal)> ☐ Antibiotics ☐ Antibodies and antigens ☐ Antithrombin ☐ Human growth hormone ☐ Human serum albumin ☐ Insulin ☐ Organs (xenotransplantation) ☐ Omega-3 fatty acids (e.g. DHA) ☐ Vaccines ☐ Other <Text entry>
☐ Use in <industrial applications> ☐ Biofuel production ☐ Bioremediation ☐ Other <Text entry>	☐ Selectable marker genes and reporter genes
☐ Engineered <gene drive application> ☐ Population suppression ☐ Population replacement ☐ Other <Text entry>	☐ Others, please specify: <Text entry>

Timeframe for confirmation or updating of information	
This category of information does not require confirmation or updating.	
Additional information	
11. Any other relevant information: ⁵	<Text entry> <i>and/or</i> <URL and website name> <i>and/or</i> <Attachment>
12. Notes: ⁶	<Text entry>

Record validation
Information should be submitted online to the BCH through the Submit page. This offline common format is made available to assist BCH users to gather and organize their records prior to submission to the BCH. In case of difficulties in submitting this information online, the completed documents should be sent in MS Word format by email to bch@cbd.int. Alternatively, they can be sent by fax to +1 514 288 6588 or postal mail to:

⁵ Please use this field to provide any other relevant information that may not have been addressed elsewhere in the record.

⁶ The "Notes" field is for personal use. It can only be seen when the record is being edited but is not visible when the record is published. This field is not meant to be used for confidential information.

Secretariat of the Convention on Biological Diversity 413 rue Saint-Jacques, suite 800 Montreal, Québec, H2Y 1N9 Canada	
<u>Important notice:</u> Please note that if this form is going to be sent via fax, postal mail or from an email address that is not registered in the BCH, a copy/scan of this signed page should be attached. A completed "Contact" common format should also be attached if the user is not registered in the BCH.	
Date:*	<YYYY-MM-DD>
Name of the person submitting the request:*	<Text entry>
Contact details of the person submitting the request	<registered email address> <i>Please enter the email address that is registered in the BCH or, if not registered, attach a "Contact" common format.⁷</i>
<i>I hereby confirm that the above information is correct and request its inclusion in the Biosafety Clearing-House.</i>	
Signature of the person submitting the information:*	

⁷ All BCH common format can be accessed through the Submit page of the BCH.

Reference Record:¹ **Organism**²

Fields marked with an asterisk (*) are mandatory.

Organism information	
1. Scientific name: ^{*3}	<Text entry>
2. Taxonomic classification: ⁴	Realm: <Text entry> Subrealm: <Text entry> Kingdom: <Text entry> Phylum: <Text entry> Class: <Text entry> Order: <Text entry> Suborder: <Text entry> Family: <Text entry> Subfamily <Text entry> Genus: <Text entry> Species: <Text entry> Subspecies: <Text entry>
3. Alternate scientific name(s) (synonym(s)):	<Text entry>
4. Common name(s): ⁵	<Text entry>
5. Additional classification:	Cultivar / variety (plants): <Text entry> Strain / isolate / serotype (microorganisms): <Text entry> Pathovar (bacteria): <Text entry> Group (virus): <Text entry>
6. Additional taxonomic classification information:	<URL and website name> <i>Please provide a link to a record in a taxonomy database, e.g. GBIF, Catalogue of Life.</i>

¹ Reference records contain information that may be submitted by any registered user. The information will be published in the BCH only after its completeness and accuracy have been validated by the Secretariat. The common formats for reference records can be accessed through the Submit page of the BCH.

² This information refers to unmodified organisms (non-LMOs) that are referred to as recipient or donor organisms in other registries, such as the LMO and Gene/DNA sequence registries. Please note that to complete this form you may also need to download an additional copy of the “Organism” common format.

³ The scientific name of an organism is typically composed of the name of the genus followed by its specific denomination. For example: *Oryza sativa* is the scientific name for rice.

⁴ The taxonomic classification is a formal designation of an organism. Example: genus: *Oryza*; species: *sativa*.

⁵ A common name is used to refer to an organism in everyday language and may include synonyms. Example: maize / corn.

7. Type of organism:	Animals ↳ Vertebrates ↳ ☐ Mammals ↳ ☐ Birds ↳ ☐ Fish ↳ ☐ Reptiles ↳ ☐ Amphibians ↳ Invertebrates ↳ ☐ Insects ↳ ☐ Arachnids ↳ ☐ Crustaceans ↳ ☐ Mollusks ↳ ☐ Nematodes Plants ↳ ☐ Crops ↳ ☐ Ornamental ☐ Fungi ☐ Bacteria ☐ Viruses ☐ Other (specify): ↳ ☐ Trees ↳ ☐ Algae ↳ ☐ Mosses ↳ ☐ Ferns <Text entry>
8. Domestication:	☐ Wild ☐ Domesticated
Characteristics related to biosafety	
9. Centre(s) of origin: (max 200 characters)	<Text entry>
10. Centre(s) of genetic diversity: (max 200 characters)	<Text entry>
11. Habitat range: ⁶ (max 200 characters)	<Text entry>
12. Geographical distribution: ⁷ (max 200 characters)	<Text entry>
13. Cross-compatible species: ⁸	<BCH record number> <i>Please enter the BCH record number containing this information or, if there is no record, attach an "Organism" common format.⁹</i>
14. Known pathogenicity and/or allergenicity: (max 200 characters)	<Text entry>

⁶ Describe the type of environments where the organism may persist or proliferate.

⁷ Example: eastern cottonwood (*Populus deltoides*) occurs in North America from Alberta in the west to Quebec in the east and Florida, Texas, Arizona and northern Mexico in the south.

⁸ Provide a list of species using the taxonomic classification (genus and species names) that are known to cross-fertilize with the organism in the record.

⁹ All BCH common formats can be accessed through the Submit page of the BCH.

15. Common use(s):	☐ Biocontrol ☐ Biofuel ☐ Bioreactors ☐ Bioremediation ☐ Feed ☐ Fiber/textile ☐ Food ☐ Ornamental ☐ Pharmaceutical ☐ Research ☐ Timber ☐ Vaccine ☐ Other (specify): <Text entry>
Timeframe for confirmation or updating of information	
This category of information does not require confirmation or updating	
Additional information	
16. Any other relevant information: ¹⁰	<Text entry> <i>and/or</i> <URL and website name> <i>and/or</i> <Attachment>
17. Notes: ¹¹	<Text entry>

Record validation
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¹⁰ Please use this field to provide any other relevant information that may not have been addressed elsewhere in the record.

¹¹ The "Notes" field is for personal use. It can only be seen when the record is being edited but is not visible when the record is published. This field is not meant to be used for confidential information.

Date:*	<YYYY-MM-DD>
Name of the person submitting the request:*	<Text entry>
Contact details of the person submitting the request:	<registered email address> <i>Please enter the email address that is registered in the BCH or, if not registered, attach a "Contact" common format.¹²</i>
<i>I hereby confirm that the above information is correct and request its inclusion in the Biosafety Clearing-House.</i>	
Signature of the person submitting the information:*	

¹² All BCH common formats can be accessed through the Submit page of the BCH.

**Reference Record.¹ Risk assessment generated by
an independent or non-regulatory process²**

Fields marked with an asterisk () are mandatory.*

General information	
1. Title of the risk assessment: ^{3*}	<Text entry>
2. Date of the risk assessment:*	<YYYY-MM-DD> OR ☐ Date not available
3. Institution responsible for the risk assessment:*	<Registered email address> <i>Please enter the email address that is registered in the BCH or, if not registered, attach a "Biosafety Organization" common format.⁴</i>
4. Contact details of the main responsible risk assessor:	<BCH record number> <i>Please enter the BCH record number containing the contact information or, if not registered, attach a "Contact" common format.⁵</i>

Risk assessment details	
5. Living modified organism(s):*	<BCH record number> <i>Please enter the BCH record number containing this information or, if there is no record, attach an "LMO" common format.⁶</i>
5. Scope of the risk assessment:*	☐ LMOs for introduction into the environment ☐ commercial production ☐ field trial ☐ LMOs for contained use ☐ LMOs for direct use as food ☐ LMOs for direct use as feed ☐ LMOs for processing ☐ Other (specify): <Text entry>

¹ Reference records contain information that may be submitted by any registered user. The information will be published in the BCH only after its completeness and accuracy have been validated by the Secretariat. The common formats for reference records can be accessed through the Submit page of the BCH.

² Risk assessments other than those generated by a regulatory process may be submitted to the BCH if carried out in accordance with Annex III of the Cartagena Protocol. Please note that to complete this form you may need to also download the following common formats: "Contact", "Biosafety Organization" and "Living Modified Organism".

³ This will appear as the title of the BCH record.

⁴ All BCH common formats can be accessed through the Submit page of the BCH.

⁵ See note above.

⁶ All BCH common formats can be accessed through the Submit page of the BCH.

6. Risk assessment report/summary:*	<Attachment> (preferred) and/or <URL and website name> and/or <Text entry>
Methodology and points to consider⁷	
7. Potential adverse effects identified in the risk assessment:	<Text entry>
8. Likelihood that the potential adverse effects will be realized:	<Text entry>
9. Possible consequences:	<Text entry>
10. Estimation of the overall risk:	<Text entry>
11. Recommendation(s) on whether the risks are acceptable/manageable and any management strategies:	<Text entry>
12. Need(s) for further information on specific issues of concern:	<Text entry>
13. Receiving environment(s) considered: ⁸	<Text entry>
14. LMO detection and identification methods proposed:	<Text entry> and/or <URL and website name>
Timeframe for confirmation or updating of information	
15. Should this information be confirmed or updated after two years from the date of submission? ^{9*}	☐ Yes ☐ No

⁷ Refer to Annex III, paragraphs 8 and 9 of the Cartagena Protocol on Biosafety.

⁸ Information on the location, geographical, climatic and ecological characteristics including relevant information on biological diversity and centres of origin of the likely potential receiving environment as listed in Annex III paragraph 9 (h) of the Protocol.

⁹ In case the answer to this question is “Yes”, after two years from the date of submission you will be asked to confirm or update the record within 3 months. After this period, if no confirmation has been received, the record will be marked as “Non-confirmed”.

Additional information	
16. Any other relevant information: ¹⁰	<Text entry> and/or <URL and website name> and/or <Attachment>
17. Notes: ¹¹	<Text entry>

Record validation	
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Date:*	<YYYY-MM-DD>
Name of the person submitting the request:*	<Text entry>
Contact details of the person submitting the request:	<registered email address> <i>Please enter the email address that is registered in the BCH or, if not registered, attach a “Contact” common format.¹²</i>
<i>I hereby confirm that the above information is correct and request its inclusion in the Biosafety Clearing-House.</i>	
Signature of the person submitting the information:*	

¹⁰ Please use this field to provide any other relevant information that may not have been addressed elsewhere in this record.

¹¹ The “Notes” field is for personal use. It can only be seen when the record is being edited but is not visible when the record is published. This field is not meant to be used for confidential information.

¹² All BCH common formats can be accessed through the Submit page of the BCH.

Submissions from Parties, other Governments & Organizations¹

Fields marked with an asterisk () are mandatory.*

General information	
1. Title of the submission: ^{2*}	<Text entry>
2. Country: [*]	<Country name>
3. Organization(s): [*]	<BCH record number> <i>Please enter the BCH record number(s) containing this information or, if there is no record, attach a "Biosafety Organization" common format.³</i>
4. Date of submission: [*]	<YYYY-MM-DD>
Related notifications	
5. Is this submission triggered by a notification: [*]	☐ Yes L <Notification code> <i>Enter the code of the notification that triggered this submission (e.g. SCBD/CP/...).</i> OR ☐ No
Related BCH records	
6. Is this submission related to one or more BCH records: [*]	☐ Yes L <BCH record number> <i>Please enter the BCH record number(s) containing this information.</i> OR ☐ No

¹ This common format is intended for use by the Secretariat only. However, the information submitted through this common format will be made available and be searchable in the BCH.

² This will appear as the title of the BCH record.

³ All BCH common formats can be accessed through the Submit page of the BCH.

Thematic areas

7. Please select the thematic areas to which this submission is related:

- | | |
|---|--|
| <p>☐ Biosafety policy and regulation</p> <ul style="list-style-type: none"> ☐ Advance informed agreement (AIA) ☐ Compliance and enforcement ☐ Import / export ☐ Liability and redress ☐ Multilateral agreements ☐ National administrative frameworks ☐ National decision-making system ☐ National policies ☐ National/domestic regulatory frameworks or guidelines ☐ Precautionary approach (Principle 15 of Rio Declaration) ☐ Transit | <p>☐ LMO use and transboundary movement</p> <ul style="list-style-type: none"> ☐ Contained use ☐ Emergency measures ☐ Field trials ☐ Handling, transport, packaging and identification ☐ Illegal transboundary movement ☐ LMOs for introduction into the environment (environmental releases) ☐ LMOs for pharmaceuticals ☐ LMOs for use as food or feed or for processing ☐ Unintentional transboundary movement ☐ LMOs or specific traits that may have adverse effects ☐ LMOs or specific traits that are not likely to have adverse effects |
| <p>☐ Capacity-building and financial resources</p> <ul style="list-style-type: none"> ☐ Cooperation and coordination mechanism ☐ Financial mechanisms and resources ☐ Institutional capacity development ☐ Project design, monitoring and evaluation ☐ Technology transfer ☐ Training | <p>☐ Public awareness, education and participation</p> <ul style="list-style-type: none"> ☐ Access to information ☐ Biosafety education ☐ Communication ☐ Public awareness ☐ Public participation |
| <p>☐ Information-sharing and management</p> <ul style="list-style-type: none"> ☐ BCH Central Portal ☐ BCH national nodes ☐ Biosafety databases ☐ Additional sources of biosafety information | <p>☐ Scientific and technical issues</p> <ul style="list-style-type: none"> ☐ Food and feed safety ☐ Human health ☐ Detection ☐ Environmental monitoring ☐ Sampling ☐ Risk assessment ☐ Risk management |
| | <p>☐ Socioeconomic and trade issues</p> <ul style="list-style-type: none"> ☐ Bioethics ☐ Coexistence ☐ Intellectual property rights ☐ Social and/or economic assessments ☐ Trade rules and standards |
| | <p>☐ Other (please specify): <Text entry></p> |

Documents

8. Document(s):*

<Attachment>

and/or <URL and website name>

9. Any other relevant information: ⁴	<Text entry> <i>and/or</i> <URL and website name> <i>and/or</i> <Attachment>
10. Notes: ⁵	<Text entry>

Record validation

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⁴ Please use this field to provide any other relevant information that may not have been addressed elsewhere in this record.

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Reference Record:¹ **Capacity Development Initiative**²

Fields marked with an asterisk (*) are mandatory.

A. General information	
1. Is this a new record or a modification to an existing record:*	☐ New record OR ☐ Update of an existing record L <BCH record number> <i>Please enter the BCH number of the record being updated.</i>
2. Title of the initiative:*	<Text entry>
3. Project number or identifier: ³	<Text entry>
4. Website address(es): ⁴	<URL and website name> L available language(s): <Language>*
5. Contact person:*	<Registered email address> <i>Please enter the email address that is registered in the BCH or, if not registered, attach a "Contact" common format.⁵</i>
6. Geographic scope:*	☐ Global L <Geographical or political/economic group(s)> and/or <Country name> ☐ Regional or subregional L <Geographical or political/economic group(s)> and/or <Country name> ☐ National/Federal L <Country name> ☐ Subnational

¹ Reference records contain information that may be submitted by any registered user. The information will be published in the clearing-house only after its completeness and accuracy have been validated by the Secretariat. The common formats for reference records can be accessed through the Submit page of the BCH.

² Please note that to complete this form you may also need to download the following common format(s): "Contact", "Biosafety Organization" and "Biosafety Virtual Library Resource (VLR)".

³ Please provide any project number, identifier or reference number, if applicable.

⁴ Please provide the URL of the website (e.g. <http://www.cbd.int>) and the name of the website (e.g. "Convention on Biological Diversity").

⁵ All BCH common formats are available through the Submit page of the BCH.

	↳ <Country name> and Name of the subnational jurisdiction: <Text entry> ☐ Community ↳ <Country name> and Name of the community: <Text entry>
7. Status:*	☐ Proposed (not yet approved)⁶ ☐ Approved⁷ ☐ Ongoing ☐ Completed
8. Timeframe:*	Start date: <YYYY-MM> * End date: <YYYY-MM> OR Duration: <Text entry>*
9. Type of capacity development initiative (Please select only one)	☐ Programme⁸ ☐ Project⁹
10. Is this part of a larger project or programme?*	☐ Yes ↳ Please specify: <Text entry> and/or <BCH record number> ☐ No
11. Agency(ies) or organization(s) implementing and/or executing the initiative: ^{10*}	☐ Implementing agency(ies) or organization(s):¹¹ <BCH record number> <i>Please enter the BCH record number containing information about the entity(ies) responsible for overseeing and administering the development and implementation of the initiative. If it is not registered, complete and attach a "Biosafety Organization" common format.¹²</i> AND/OR

⁶ "Proposed" refers to initiatives for which concepts have been developed but not yet submitted to donors or are submitted but not yet accepted/approved by donors.

⁷ "Approved" refers to initiatives whose project concepts have been accepted/approved by donors in principle and are being developed/elaborated into full proposals/project documents.

⁸ A programme is a set of interrelated interventions or projects aiming to achieve higher level global, regional, country or sector results or mandates.

⁹ A project is a planned activity or a set of planned, interrelated activities designed to achieve certain specific objectives within a given budget, organizational structure and a specified period time.

¹⁰ In some instances, an agency could play both the implementing and executing roles. In those cases, please select both boxes.

¹¹ Implementing agency refers to the organization or legal entity responsible for developing the initiative and overseeing its implementation, monitoring and evaluation, including making funding available, ensuring that fiduciary standards and quality assurance are applied, and preparation of the project completion reports. The implementing agency is ultimately the entity responsible for the completion of the initiative and is accountable to the donor.

¹² All BCH common formats can be accessed through the Submit page of the BCH.

	☐ Executing agency(ies) or organization(s):¹³ <BCH record number> <i>Please enter the BCH record number containing information about the entity(ies) directly carrying out activities of the initiative, managing its resources and reporting on the progress. If it is not registered, complete and attach a “Biosafety Organization” common format.¹⁴</i> AND/OR ☐ Collaborating partner(s):¹⁵ <BCH record number> <i>Please enter the BCH record number containing information about the entity(ies) contributing, or providing direct support, to the implementation of the initiative. If it is not registered, complete and attach a “Biosafety Organization” common format.¹⁶</i>
B. Detailed information	
12. Short description of the initiative, including its goals and objectives (<i>max 150 words</i>):*	<Text entry>
13. Category(ies) of capacity development activities:*	☐ Experiential learning¹⁷ (e.g. on-job training, field/study trip, staff exchange, etc.) ☐ Online forums and networks ☐ Online learning (e-learning modules, webinars, etc.) ☐ Provision of capacity development tools, resources and knowledge products ☐ Institutional capacity development ☐ Matchmaking support ☐ Fundraising support ☐ Provision of legal/technical support ☐ Research/analysis ☐ Trainings¹⁸ ☐ Workshops¹⁹ ☐ Other (please specify): <Text entry>

¹³ Executing agency refers to the organization/institution directly managing the initiative, including the day-to-day planning, coordination and execution of its activities, monitoring and reporting on the progress made, procuring and managing resources (staff, funds, equipment, etc.), and carrying out other project management functions.

¹⁴ All BCH common formats can be accessed through the Submit page of the BCH.

¹⁵ Collaborating partners refer to entities or organizations making significant financial or other contribution to the initiative and/or actively supporting or collaborating in the implementation of the initiative.

¹⁶ All BCH common formats can be accessed through the Submit page of the BCH.

¹⁷ Experiential learning involves action learning through hands-on experience, observation, interaction and reflection. This can be achieved through on-the-job training (e.g. apprenticeships/internships, job-shadowing, mentoring, etc.), study tours, and staff exchange or twinning programmes.

¹⁸ This may include formal classroom-based, instructor-led training courses.

¹⁹ This may include general peer-to-peer exchange workshops, multi-stakeholder workshops or workshops for exchange of experiences, good practices and lessons learned.

14. Main target group(s) / beneficiary(ies):	☐ Civil society organizations ☐ General public ☐ Government officials ☐ Indigenous peoples and local communities ☐ Intergovernmental organizations ☐ Media ☐ Private sector ☐ Research/academia ☐ Students ☐ Other (specify): <Text entry>
C. Information on thematic coverage of the initiative	
15. Related CBD subject areas:	Please select the applicable options: < Options List – CBD subject areas> (see the list in the annex to this common format)
16. Biosafety thematic areas:*	Please list applicable option(s) here from: <Options List – Biosafety thematic areas> (see the list in the annex to this common format)
D. Information on funding	
17. Type(s) of funding source(s):	☐ Bilateral ☐ Government budget ☐ Multilateral ↳ ☐ Global Environment Facility ↳ ☐ Other multilateral (please specify: <Text entry>) ☐ Non-governmental organization/Foundation ☐ Private sector ☐ Self-funding ²⁰ (please specify: <Text entry>)
18. Primary funding source(s):	<BCH record number> Please enter the BCH record number containing this information or, if not registered, attach a “Biosafety Organization” common format. ²¹
19. Co-funding source(s):	<BCH record number> Please enter the BCH record number containing this information or, if not registered, attach a “Biosafety Organization” common format. ²²

²⁰ This may include funds obtained through crowd funding, membership fees, etc.

²¹ All BCH common formats can be accessed through the Submit page of the BCH.

²² All BCH common formats can be accessed through the Submit page of the BCH.

20. Total budget (amount, US dollars): ²³	<Text entry>
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E. Capacity development outcomes ²⁴	
21. Results:	Main achievements: <i>Please provide a short summary of the main achievements of the initiative, including those related to advancing gender equality in achieving the objectives of the Convention and its Protocols, if applicable (max 200 words):</i> <Text entry> AND Main outputs: <i>Please provide a web link to, or attach a copy of, the relevant products (e.g. tools and materials) developed by the initiative and/or reports.</i> <URL and website name> and/or <Attachment> and/or <BCH record number>. <i>Please enter the virtual library record number containing relevant information, or, if not registered, attach a "VLR" common format.</i>²⁵
22. Good practices and lessons learned:	Good practices and lessons learned: <i>Please provide a short summary of the best practices and lessons learned (max 500 words:)</i> <Text entry>

F. Additional information	
23. Any other relevant information: ²⁶	<Text entry> and/or <URL and website name> and/or <Attachment>
24. Notes: ²⁷	<Text entry>

Record validation
Information should be submitted online to the BCH through the Submit page. This offline common format is made available to assist BCH users to gather and organize their records prior to submission to the BCH. In case of difficulties in submitting this information online, the completed documents should be sent in MS Word format by email to bch@cbd.int. Alternatively, they can be sent by fax to +1 514 288 6588 or postal mail to:

²³ This may include in-kind contributions expressed in monetary terms.

²⁴ This information can be provided once there are some results (outputs, outcomes or impacts) or best practices and lessons learned from the ongoing or completed initiative.

²⁵ All BCH common format can be accessed through the Submit page of the BCH.

²⁶ Please use this field to provide any other relevant information that may not have been addressed elsewhere in the record.

²⁷ The "Notes" field is for personal use. It can only be seen when the record is being edited but is not visible when the record is published. This field is not meant to be used for confidential information.

Secretariat of the Convention on Biological Diversity 413 rue Saint-Jacques, suite 800 Montreal, Québec, H2Y 1N9 Canada	
<u>Important notice:</u> Please note that if this form is going to be sent via fax, postal mail or from an email address that is not registered in the BCH, a copy/scan of this signed page should be attached. A completed "Contact" common format should also be attached if the user is not registered in the BCH.	
Date:*	<YYYY-MM-DD>
Name of the person submitting the request:*	<Text entry>
Contact details of the person submitting the request:	<registered email address> <i>Please enter the email address that is registered in the BCH or, if not registered, attach a "Contact" common format.²⁸</i>
<i>I hereby confirm that the above information is correct and request its inclusion in the Biosafety Clearing-House.</i>	
Signature of the person submitting the information:*	

²⁸ All BCH common formats can be accessed through the Submit page of the BCH.

ANNEX

OPTIONS FOR COMPLETING THE FORMAT

OPTIONS LIST – CBD subject areas <i>(choose as many options as needed in order to best describe the initiative)</i>	
Biomes: - Agricultural biodiversity - Dry and sub-humid lands - Forest biodiversity - Inland waters biodiversity - Island biodiversity - Marine and coastal biodiversity - Mountain biodiversity - Polar biodiversity	Cross-cutting issues: - Scientific and technical cooperation - Access to genetic resources and benefit-sharing - Biodiversity for development - Chemicals and pollution - Climate change and biodiversity - Economics, trade and incentive measures - Ecosystem approach and restoration - Ex-situ conservation - Gender and biodiversity - Handling of biotechnology - Health and biodiversity - Protected areas - Intellectual property rights - Invasive alien species - Traditional knowledge, innovations & practices - Taxonomy - Tourism - Genetic use restriction technologies - Sustainable use of biodiversity - Transfer of technology and cooperation - Biosafety and biotechnology - Endangered species - Exchange of information - South-South cooperation - New and emerging issues - In-situ conservation

OPTIONS LIST – Biosafety thematic areas <i>(choose as many options as needed in order to best describe the initiative)</i>	
☐ Biosafety policy and regulation ☐ Advance informed agreement (AIA) ☐ Compliance and enforcement ☐ Import / export ☐ Liability and redress ☐ Multilateral agreements ☐ National administrative frameworks ☐ National decision-making system ☐ National policies ☐ National/domestic regulatory frameworks or guidelines ☐ Precautionary approach (Principle 15 of Rio Declaration) ☐ Transit	
☐ Capacity-building and financial resources ☐ Cooperation and coordination mechanism ☐ Financial mechanisms and resources ☐ Institutional capacity development	

☐	Project design, monitoring and evaluation
☐	Technology transfer
☐	Training
☐	Information-sharing and management
☐	BCH Central Portal
☐	BCH national nodes
☐	Biosafety databases
☐	Additional sources of biosafety information
☐	LMO use and transboundary movement
☐	Contained use
☐	Emergency measures
☐	Field trials
☐	Handling, transport, packaging and identification
☐	Illegal transboundary movement
☐	LMOs for introduction into the environment (environmental releases)
☐	LMOs for pharmaceuticals
☐	LMOs for use as food or feed or for processing
☐	LMOs or specific traits that may have adverse effects
☐	LMOs or specific traits that are not likely to have adverse effects
☐	Unintentional transboundary movement
☐	Public awareness, education and participation
☐	Access to information
☐	Biosafety education
☐	Communication
☐	Public participation
☐	Public awareness
☐	Scientific and technical issues
☐	Food and feed safety
☐	Human health
☐	Detection
☐	Environmental monitoring
☐	Sampling
☐	Risk assessment
☐	Risk management
☐	Socioeconomic and trade issues
☐	Bioethics
☐	Coexistence
☐	Intellectual property rights
☐	Social and/or economic assessments
☐	Trade rules and standards
☐	Other (please specify): <Text entry>

*Reference Record:*¹ **BCH News**²

Fields marked with an asterisk () are mandatory.*

General information	
1. Country:*	<Country name>
2. Title of the record:*	<Text entry>
3. Relevant link(s): ³	<URL and website name>
4. Abstract: (max. 80 words)	<Text entry>
5. News text:*\br/>(max. 300 words)	<Text entry>

Additional information	
6. Any other relevant information: ⁴	<Text entry> and/or <URL and website name> and/or <Attachment>
7. Notes: ⁵	<Text entry>

Timeframe for confirmation or updating of information
This category of information does not require confirmation or updating.

¹ Reference records contain information that may be submitted by any registered user. The information will be published in the BCH only after its completeness and accuracy have been validated by the Secretariat. The common formats for reference records can be accessed through the Submit page of the BCH.

² The common format “BCH News” should be used to submit information about activities related to the BCH (e.g. development of national BCH websites or notes, capacity-building activities or any other related news). Please note that to complete this form you may need to also download the “Contact” common format.

³ Please provide the URL of the website (e.g. <http://www.cbd.int>) and the name of the website (e.g. “Convention on Biological Diversity”).

⁴ Please use this field to provide any other relevant information that has not been addressed elsewhere in the record.

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Name of the person submitting the request:*	<Text entry>
Contact details of the person submitting the request	<registered email address> <i>Please enter the email address that is registered in the BCH or, if not registered, attach a "Contact" common format.⁶</i>
<i>I hereby confirm that the above information is correct and request its inclusion in the Biosafety Clearing-House.</i>	
Signature of the person submitting the information:	

⁶ All BCH common format are available through the Submit page of the BCH.

Contact¹

Fields marked with an asterisk () are mandatory.*

1. Country: ^{*2}	<Text entry>
2. Contact type <i>(please indicate the type of contact information being submitted and then complete the appropriate section below):</i>	☐ Organization (Please complete section A) ☐ Person (Please complete section B)
A. Organization Information	
3. Organization (name): ^{*3}	<Text entry>
4. Acronym: ⁴	<Text entry>
5. Type of organization <i>(please select <u>only one</u> option):</i>	☐ Academic or research institute ☐ Government agency (national/federal) ☐ Government agency (subnational) ☐ Intergovernmental organization (IGO) ☐ Non-governmental organization (NGO) ☐ Private sector (business and industry) ☐ Regional economic integration organization ☐ UN and other specialized agency of the UN Common System ☐ Other (specify): <Text entry>
Address	
6. Street address:	<Text entry>
7. City:	<Text entry>
8. State or province:	<Text entry>
9. Postal code or zip:	<Text entry>
10. Country of contact: [*]	<Country name>
Contact information	

¹ The BCH common format for “Contact” may be used by any registered BCH user to submit or modify the contact details registered in the BCH. Any registered BCH user can also publish the record without prior validation. The information registered through this common format will only be accessible to the record owner for easy reference when creating future records. If this record is referenced in other records, then it will be made available to the general public and will be searchable in the BCH.

² Country of the government, organization or individual submitting the information.

³ Please enter full name without abbreviation. For example, United Nations Environment Programme.

⁴ If applicable, please provide an acronym commonly used to refer to the organization. For example, UNEP.

11. Phone number(s): ⁵	<Text entry>
12. Fax number(s): ⁶	<Text entry>
13. Email address(es):*	<Text entry>
14. Website address(es): ⁷	<URL and website name>

B. Personal information	
15. Title:	☐ Mr. ☐ Ms. ☐ Dr. ☐ Prof. ☐ Other (specify): <Text entry>
16. First name:*	<Text entry>
17. Middle name:	<Text entry>
18. Last (or family) name:*	<Text entry>
19. Organization:	<i><BCH record number></i> <i>Please use this field to enter the BCH record number of the organization to which this person is linked. If there is no BCH record for the organization, please complete section A of this "Contact" common format.</i>
20. Department/division/unit:	<Text entry>
21. Job title:	<Text entry>
Address	
22. Address type:*	☐ Use address of organization linked to in field 18 (<i>please go to field 27</i>) ☐ Add personal coordinates (<i>please go to field 22</i>)
23. Street address:	<Text entry>
24. City:	<Text entry>
25. State or province:	<Text entry>
26. Postal code or zip:	<Text entry>
27. Country of contact:*	<Text entry>

⁵ Please use the following format: + [country code] [city code] [telephone number] [extension, if necessary]; Example: +1 514 288-2220 ext. 221 (where 1 = North America, 514 = Montreal, 288-2220 = CBD Secretariat number, ext. 221 = direct extension to the switchboard).

⁶ See footnote above.

⁷ Please provide the URL of the website (e.g. <http://www.cbd.int>) and the name of the website (e.g. "The Convention on Biological Diversity").

Contact information	
28. Phone number(s): ⁸	<Text entry>
29. Fax number(s): ⁹	<Text entry>
30. Email address(es):*	<Text entry>
31. Website address(es): ¹⁰	<URL and website name>

Notes	
32. Notes: ¹¹	<Text entry>

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