A User’s Guide to the Central Portal of the Biosafety Clearing-House

“Finding Information in the BCH Central Portal”

March 2012

Revision: 5.0
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1 Introduction to the manual

What the user will learn in this manual:

This manual will introduce to the user the components of the BCH Central Portal and provide guidance on how to search for information in the BCH databases.

Context

The UNEP-GEF Project for Capacity Building for Effective Participation in the Biosafety Clearing-House (BCH-I), in collaboration with the Secretariat of the Convention on Biological Diversity (SCBD), prepared a modular training package aimed at providing a practical “how-to” guide for countries to assist them in learning, understanding, using, and setting up national access to the BCH. The training package was updated within the UNEP-GEF Project for Continued Enhancement of Capacity Building for Effective Participation in the BCH (BCH-II). It was designed to be flexible and is tailored to meet the diverse needs of different countries, allowing them to select those tools that are most useful to their situation, needs and priorities. The training package is divided into several manuals, each addressing one element of the BCH. This manual has been developed by the Secretariat after the revamping of the Management Centre, in line with all the other previous manuals.

Audience

This manual is designed to provide guidance to users of the BCH. It is developed for a non-technical audience with little or no knowledge of the Protocol and the BCH, but with a need to access and use data. Access to information is available to all users, but access to input facilities for the BCH is limited to those who have particular levels of access, e.g. BCH National Focal Points and data entry personnel.

Purpose

This manual provides detailed information about the databases found within the Finding Information section of the Central Portal. It explains how to find information in the BCH Central Portal. The web-based Central Portal allows governments to administer their information directly in the BCH databases. These databases, which form the nucleus of the BCH, can be searched to find relevant and useful information about the Protocol and LMOs.

Each of the sections will guide the user into the different procedures to retrieve the maximum relevant information available through the BCH Central Portal.

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2 Finding Information

URL: http://bch.cbd.int/database/

The BCH was established under Article 20 of the Cartagena Protocol to facilitate the exchange of information about LMOs. The requirements for the types of information are listed in this Article, and the BCH maintains databases with the relevant information. Access to this information is provided through the Finding Information page of the BCH website, which can be found through a link on the navigation bar of the BCH Central Portal.

![Finding Information Page](image-url)
Finding Information section allows users to access a wide variety of scientific, technical, environmental, legal and capacity-building information from the BCH databases. The categories of information are listed on the Finding Information page.

The main page of the Finding Information section contains a welcome message and a list of the information available which is divided into two groups. The left-hand group lists categories of National Records, which are submitted by Governments as mandated by Article 20 of the Protocol. The right-hand group lists categories of Reference Records, which are submitted by general BCH registered users. Categories of information from both groups also appear in the left-hand menu of the Finding Information page. The Compiled Information section of the left-hand menu provides access to compiled records and listings.

The following chapters provide a general guide to the usage of the search pages, followed by an insight specifically into each of the categories of information and on how to access information from each database.
2.1 Using the search pages

The Finding Information section of the BCH provides web pages to search for each category of information in the BCH. These web pages are designed to let the user specify the search criteria and then display the records found which match the search criteria used. To access a searchable database of interest, click on the link either on the Main page of the section or in the left-hand menu, or select it from the drop-down menu of the Finding Information link on the BCH navigation bar.

All search pages have a similar and consistent design. Let us take the National Contacts search page as an example.

The search page contains:
1. A brief description of the search page and the type of information that can be found through it.
2. The search criteria input area
3. The Search buttons
4. The Browse all records button

The criteria that can be used are given by the input boxes that appear on the search page of each category of information. The input boxes are used to narrow the search results, i.e. they can be used to obtain a smaller and more specific set of records, but never a wider one.
Several types of input boxes (also called fields) can be found in the criteria input area. Many of these types of fields are also found in the search pages of other categories of information. The following list describes these field types, which are shared among several categories of information:

- **Selection list field**: Fields of this type contain a list of pre-defined terms. This means that the user cannot input any term in the field, but must select terms from that pre-defined list. The list of terms is populated from a controlled vocabulary (see http://bch.cbd.int/help/faq/#THE). The most common example of this type of field is the **Country(ies)** field, which allows the user to narrow the search results to records regarding a specific country or countries. Another example of this type of field is the **Geographical region(s) or political/economic group(s)** field, which allows narrowing the search results to specific geographical region(s) or political or economic group(s). Please note that the **Country(ies)** and the **Geographical region(s)**... fields cannot be used together: only one of them can be used at a time. The default setting for each selection list field is the first item at the top of the menu list. It is also possible to select more than one term from the list, and this is covered in “Using multiple selection” section of this manual.

![Figure 4](image)

- **Date of record field**: Fields of this type allow narrowing the search results to a specific time interval.
• **Keyword field:** Fields of this type allow narrowing the search results to records that have specific keywords. A single keyword may be entered, or a combination of keywords using the standard keyword syntax explained below. Please notice that a search that is made by using keywords only produces results of records containing exactly the searched text and not possible synonyms that have not been inserted (i.e., a search with the single keyword “Maize” will produce a list of records containing the word “Maize” but not the words “Corn” or “Zea mays”)
  - **AND:** if two keywords are combined using the AND operator (see picture) then only records containing both keywords will be returned.
  - **OR:** if two keywords are combined using the OR operator (see picture) then records which have at least one of the words will be returned.
  - **Asterisk:** the user may enter part of a keyword followed by an asterisk (see picture) so that records with keywords which start with the text entered are returned. For example, if “Agricultur*” is entered, then all records with keywords beginning with “Agricultur”, such as “Agriculture” and “Agricultural”, will be returned.
• **Fields for adding additional search criteria:** Some categories of information contain fields that allow the user to add more search criteria to the search criteria area. For example, in the LMOs, Genes and Organisms search page there is a field called “Type of living organism” for adding additional search criteria to define how to search for living organisms. Selecting an option in that field will make a new field appear in the search criteria area. For example, if the user selects the “Filter by gene trait” option, then a new selection list field called “Introduced or modified traits” will appear. The user may then select a term from the pre-defined list of terms of that field so as to narrow the search results to a specific gene trait. However, the user could have selected the “Filter by gene name” option before in order to make a field called “Gene” appear, and thus narrow the search results to records of a specific gene.
Fields of this type are similar in appearance to **Selection List** fields but absolutely different in their operation. One distinctive aspect of these fields is that all their options begin with “Filter by”. Note that several new search fields may be added by selecting more than one option from the additional criteria field; please see “Using multiple selection”.

Finally, the **Search** button performs the search based on the specified criteria and then shows the search results, while the **Browse all records** button displays all records in the current category of information.

### 2.1.1 Using multiple selection

Many fields allow the user to select an option from a drop-down box, e.g. selection lists and additional criteria fields. These fields are often followed by a small icon with a green arrow, which can be used to select more than one option from the dropdown box.

![Figure 8](image)

Clicking on that icon displays the selectable options in a list. To select multiple options, hold down the Control (Ctrl) key if you are using a PC system or the Apple key if you are using a Macintosh system, while you click on the several options that you wish to select.

The icon now shows a red arrow pointing up, and clicking on it again will close the list and return you to the single selection option.

![Figure 9](image)
When more than one option is selected from a selection list field, records corresponding to any of the selected options are included in the results. For example, when searching for National Contacts, if two countries are selected in the **Country(ies)** field, National Contacts from both countries will be displayed in the search results, i.e., records corresponding to the first and to the second selected countries.

Conversely, when more than one option is selected from an additional search criteria field, several new fields will be displayed in the search criteria area for the user to fill. For example, when searching for Country’s Decisions and Other Communications, new search criteria can be added by selecting multiple options in the **Type of living modified organism** field. For example, if the “Filter by Unique Identifier”, “Filter by Gene name” and “Filter by Technique Used” options are selected, then three new fields will appear accordingly in the screen for the user to input search criteria in them.

![Search Criteria](image)

**Figure 10**
2.1.2 Managing search results

Pressing the **Search** button will display the search results page, listing all records that match the specified search criteria. The header of the list shows the amount of records found and provides links to navigate through the pages of the search results list.

![Figure 11](image_url)

For users’ convenience, all search results can be grouped and sorted by type of record, country and year of submission to the BCH. Multiple sort stages can be defined by using the additional “and then” fields that appear every time a grouping/sorting option is selected. Grouping and sorting records by **country** is not available for such categories of information as LMOs, Genes or Organisms, National Reports, Organizations, and the BCH Virtual Library. Using a “Group records by” feature allows grouping search results by the specified criteria and displays the results in folders labeled with appropriate name and indicating a number of records per group. The user can open or close folders by clicking on the arrow to the right of the folder. An example of grouping search results for National Contacts by all three criteria is shown below.
By using the “Sort records by” feature the user obtains results displayed as a list where records are listed in accordance with the specified criteria. For example, search results may be sorted by type of record by selecting the “Type of record” option in the “Sort records by” box.
The user can also choose a way to display the obtained results, by selecting it from the “Display type” box located in the top right corner of the Search Results page (1). By default, all results are displayed as a list (“Listing” option). The user can also select the “Map of the world” option to obtain search results shown on the map or the “Matrix (pivot)” option. The latter will open a page with new selection list fields where the user should specify the criteria for vertical and horizontal grouping of records, in order to show results as a matrix.

The user can also define a number of records displayed on a search page (2) by selecting it from the “Results per page” box, located below the “Display type box” in the top right corner of the Search Results page. It is also possible to export search results to CSV (comma separated values) file (3), so that the results can be used and inserted into other documents and handled by other applications. This feature can be accessed by clicking corresponding link displayed below the “Results per page” box.
Each record displayed contains a link (which can be on the record ID number and/or on the record name, depending on the record type) which displays the detailed record information when clicked on.
If the record is available in more than one language, then a bar is displayed which allows the user to select in which language to view the record information.

If any record in the database references the one currently being displayed, then a section called “Records referencing this document” appears at the bottom of the page. This section provides direct links to all records that reference the current one. The links are grouped in folders by type of record and can be
accessed by clicking on the icon with arrow located in the right corner of the row.

![Figure 17]

2.2 **National Contacts**

URL: http://bch.cbd.int/database/contacts/

Article 19 of the Protocol requires the designation of Competent National Authorities and National Focal Points. This information, as well as National Biosafety Websites and Databases, is searchable from the Search for National Contacts page.

The search page for information about National Contacts can be accessed from the link in the Finding Information drop-down menu on the navigation bar, or from the link in the left-hand menu of the Finding Information page, or from the National Contacts link in the text of that page.
The National Contacts search interface enables the user to search for:

- National Focal Points for the Cartagena Protocol on Biosafety (CPB-NFPs), who are responsible on behalf of their governments for liaison with the CBD Secretariat on issues required by the Protocol;
- National Focal Points for the Biosafety Clearing-House (BCH-NFPs), who are responsible to facilitate the sharing of information and to liaise with the CBD Secretariat on issues of relevance to the development and implementation of the BCH;
- National Focal Points for the Convention on Biological Diversity (CBD-NFPs), who are responsible for communication with the CBD Secretariat on matters involving the Convention;
- Emergency Measures Contact Points nominated to receive notifications under Article 17 of the Protocol;
- Competent National Authorities, who are designated and authorized by their government to be responsible for performing the administrative functions required by the Protocol; and
- National Biosafety Websites and Databases.
On the **Search for National Contacts** page there are several search criteria boxes:

1. **Country(ies):** Selection list field for selecting a country or countries
2. **Geographical region(s) or political/economic group(s):** Selection list field for selecting geographical region(s) or political/economic group(s)
3. **Type of National Contact:** Selection list field for narrowing the search results to specific types of national contacts
4. **Date of record:** Selection list field for narrowing the search results to a time interval
5. **Keyword search:** Keyword field for narrowing the results by keyword(s).

See “Using the search pages” section to learn about types of fields and their operation.

**Example 1:** A user may wish to identify the Emergency Measures Contact Point in Paraguay for issues related to unintentional transboundary movements of LMOs and emergency measures. By selecting **Paraguay** from the **Country(ies)** field and ‘Emergency Measures (Article 17) Contact Point’ from the **Type of National Contact** drop-down menu, the user narrows the search results to the records most likely to provide the required information.
When the **Search** button is clicked on, a page of **search results** shows which National Contacts in Paraguay have responsibility for emergency measures. Clicking on the name of the focal point opens the record that contains the details for that national contact.

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**Example 2:** A user may wish to identify all of the BCH Focal Points in countries that are members of the Association of Southeast Asian Nations (ASEAN). The
user selects Asia - Association of Southeast Asian Nations in the Geographical region(s) or political/economic group(s) box and Biosafety Clearing-House Focal Point in the Type of National Contact box.

Clicking on the **Search** button displays a set of results showing the BCH Focal Points in the countries that are members of the ASEAN. Clicking on the name of the focal point opens the record that contains the details for that national contact.
2.3 Laws and Regulations

URL: http://bch.cbd.int/database/laws/

Under the Cartagena Protocol, Parties are responsible for making available through the BCH information about their relevant laws and regulations.

The search page for information about Laws and Regulations can be accessed from the link in the Finding Information drop-down menu on the navigation bar, or from the link in the left-hand menu on the Finding Information page, or from the Laws and Regulations link in the text of that page.

Figure 23
This picture was taken on January 2012 with the only purpose of providing an example on the usage of the BCH.
This database enables users to search for:

- National Laws - typically laws that have been passed by the national legislative body of a country’s government;
- National Regulations - typically ‘subordinate legislation’, usually of an administrative nature, that is authorized by a national law;
- National Guidelines - typically intended to assist with providing ways of complying with national laws, and national regulations;
- Regulatory Summaries/National Biosafety Frameworks
- Bilateral Agreements - typically agreements between two governments; Multilateral Agreements - typically agreements between three or more governments; and
- Regional Agreements - typically agreements that are restricted to a particular region.
On the **Search for Laws and Regulations** page there are several search criteria boxes:

1. **Country(ies):** Selection list field for selecting a country or countries
2. **Geographical region(s) or political/economic group(s):** Selection list field for selecting geographical region(s) or political or economic group(s)
3. **Type of Laws or regulations:** Selection list field for narrowing the search results to specific types of laws and regulations
4. **Subject area:** Selection list field for narrowing the search results to specific subject areas
5. **Date of record:** Selection list field for narrowing the search results to a time interval
6. **Keyword search:** Keyword field for narrowing the results by keyword(s).

See “Using the search pages” to learn about types of fields and their operation.

**Example:** A user wishes to identify national laws and regulations in the Oceania region. Select **Oceania – All countries** in the **Geographical region(s) or political/economic group(s)** box. Select **National Laws, Regulations & Guidelines** in the **Type of Laws or regulations** box. Click on the **Search** button. The search results are displayed and the user can select any record to study the documentation from specific countries in the region.
This picture was taken on January 2012 with the only purpose of providing an example on the usage of the BCH.
2.4 Country’s Decisions and other Communications

URL: http://bch.cbd.int/database/decisions/

Under the Cartagena Protocol, Parties are responsible for making available through the BCH information regarding their relevant decisions, declarations and other communications.

The search page for information about Country’s Decisions and other Communications can be accessed from the Finding Information drop-down menu on the navigation bar, or from the link in the left-hand menu of the Finding Information page, or from the Country’s Decisions and other Communications link in the text on that page.

This database enables users to search for decisions and other communications related to:

- Decisions on Contained use of LMOs (Article 6.2)
- Decisions on LMOs for direct use as food or feed, or for processing (Article 11, LMOs-FFPs)
  - Decisions on domestic use of an LMO, including its placing on the market
Decisions on import of LMOs
- Decisions on LMOs for intentional introduction into the environment (according Article 10 or domestic regulatory framework)
  - Decisions taken in accordance with the Advance Informed Agreement (AIA) procedure specified in Article 10
  - Decisions taken in accordance with your domestic regulatory framework
- Decisions on Pharmaceuticals (Article 5)
- Decisions on Transit of LMOs (Article 6.1)
- Decisions under the Simplified Procedure (Article 13)
- Other decisions, notifications, declarations or communications
  - Communication of information on 'Handling, Transport, Packaging and Identification' (Article 18)
  - Declarations made upon ratification of or accession to the Protocol
  - Declaration that, in the absence of a domestic regulatory framework, decisions on LMOs-FFPs will be taken according to Article 11.6
  - Notifications about illegal transboundary movements of LMOs (Article 25.3)
  - Notification about the unintentional transboundary movement of LMOs (Article 17.1)
  - Notifications that a Party does not have access to the Biosafety Clearing-House (Article 11.1)
  - Notifications that domestic regulations shall apply with respect to specific imports of LMOs (Article 14.4)
  - Other decisions, notifications, declarations or communications
- Risk Assessments

On the **Search for Country’s Decisions and Other Communications** page there are several search criteria boxes:
1. Country(ies): Selection list field for selecting a country or countries
2. Geographical region(s) or political/economic group(s): Selection list field for selecting geographical region(s) or political/economic group(s)
3. Type of decision, declaration, notification or report: Selection list field for narrowing the search results to specific types of decisions, declarations, notifications or reports
4. Type of living modified organisms: Additional search criteria field to add different search criteria.
5. Date of record: Selection list field for narrowing the search results to a time interval
6. Keyword search: Keyword field for narrowing the results by keyword(s)

See “Using the search pages” to learn about types of fields and their operation.
Search results are displayed in the Search results page. A set of icons is displayed to the right of each record. These icons indicate which categories of LMO use each record refers to. For example, some records may contain decisions regarding an LMO for use as feed, food and processing, while others may contain a decision about an LMO for introduction into the environment.

An icon in colors means that the record involves that category of LMO use, while a grey icon indicates that it does not. The meaning of each icon is described in the following table.

<table>
<thead>
<tr>
<th>Intentional introduction into the environment</th>
<th>Direct use as food</th>
<th>Direct use as feed</th>
<th>Processing</th>
</tr>
</thead>
</table>
Information about other icons used in the BCH can be found on the BCH Icons page under the Resources section (http://bch.cbd.int/resources/icons/), as well as in the Ready Reference Guide 04 (BCH Training materials, Help section).

**Example:** A user wishes to identify all the decisions taken by New Zealand under Article 11 of the Protocol. Select New Zealand in the Select country(ies) box. Select Decision on LMOs for direct use as food or feed, or for processing (Article 11, LMOs-FFP) in the Type of decision, declaration, notification or report box. Click on the Search button.

The search results are displayed as a list of records. Detailed information about each record can be viewed by clicking on the record ID number (in bold blue type).

![Figure 31](image-url)
2.5 Roster of Experts

URL: http://bch.cbd.int/database/experts/

The Roster of Experts was established by the Conference of the Parties to the Convention on Biological Diversity (COP) when the Protocol was adopted (see Decision EM-I/3 and Decision BS-IV/4). Its purpose is “to provide advice and other support, as appropriate and upon request, to developing country Parties and Parties with economies in transition, to conduct risk assessment, make informed decisions, develop national human resources and promote institutional strengthening, associated with the transboundary movement of living modified organisms”.

The COP-MOP, the governing body of the Protocol, decided that access to the roster of experts will be maintained through the BCH, where nomination forms for the roster are available, so that Parties can nominate experts. According to Decision BS-IV/4 experts’ records are maintained on the roster for the period of four years from the last update of their information, after which they will be deleted from the roster unless re-nominated.

The search page for the Roster of Experts database can be accessed from the Finding Information drop-down menu on the navigation bar, or from the link in the left-hand menu of the Finding Information page or the Roster of
Experts link in the text of that page. These links take users to the **Search the Roster of Experts** page where they can search for biosafety experts nominated by Governments.

On the **Search the Roster of Experts** page there are several search criteria boxes:

1. **Country(ies):** Selection list field for selecting a country or countries
2. **Geographical region(s) or political/economic group(s):** Selection list field for selecting geographical region(s) or political/economic group(s)
3. **Type of document:** Selection list to narrow search results to the specified type of document
4. **Experts:** Additional search criteria field to add more criteria regarding the experts to narrow the search results. By selecting items in this list, the user can make the following new fields appear:
   a. **Expert name:** keyword field to search by expert name
   b. **Nationality:** Selection list to narrow search results to experts of the specified nationality
   c. **Nominating country:** Selection list to narrow search results to experts nominated by the specified country
5. **Main area of expertise:** Selection list to narrow search results to experts with the specified main area of expertise
6. **Language(s) spoken:** Selection list field to narrow search results to experts speaking the specified language(s)
7. **Date of record:** Selection list field for narrowing the search results to a specified time interval
8. **Keyword search:** Keyword field for narrowing the results by keyword(s)
See “Using the search pages” section to learn about types of fields and their operation.

**Example:** A user wishes to identify experts from Europe who have experience in forestry and risk assessment. The user (i) selects Europe – All countries in the Geographical region(s) or political/economic group(s) box and (ii) enters forestry AND risk assessment in the Keyword search box.

Clicking on the **Search** button presents the search results. The search results are displayed as a list of records, sorted by country. Detailed information about each expert can be viewed by selecting the expert’s name or record ID number, which opens the record.
This picture was taken on February 2012 with the only purpose of providing an example on the usage of the BCH.
2.6 LMOs, Genes or Organisms

URL: http://bch.cbd.int/database/organisms/

The Secretariat maintains in the BCH the following three registries to assist users to access information regarding LMOs:

- **LMO-Unique Identifiers Registry (LMO-UIds)**, which provides summary information on all living organisms registered in the BCH, including transformation events, genetic modifications, and the unique identification code (if available) for each record;

- **Gene Registry**, which provides summary information on gene inserts and characteristics of the genetic modification of LMOs, and

- **Organism Registry**, which provides summary information on parental, recipient or donor organisms related to the LMOs registered in the BCH.

The search page for these registries can be accessed from the link **LMOs, Genes or Organisms** in the Finding Information drop-down menu on the navigation bar, or in the left-hand menu of the Finding Information page, or from the **LMOs, Genes or Organisms** link in the text of that page. The registries can also be accessed in a form of Compiled lists, which is covered in the “Compiled Information” section of this manual.
On the **Search for LMOs, Genes or Organisms** page there are several search criteria boxes:

1. **Registries**: Selection list field for selecting the registries in which to search for information. This allows the user to select what types of information (LMO-UIds, Genes or Organisms) are to be included in the search results.
2. **Type of living modified organism**: Additional search criteria field to add more criteria regarding LMOs to narrow the search results. Only records containing or referencing the specified LMO criteria will be returned. By selecting items in this list, the user can make the following new fields appear:
   a. Unique Identifier: Selection list field to specify the unique identifier of the LMO.
   b. LMO Identity: Keyword field to search for keywords in the identity part of the LMO records.
   c. Technique: Selection list to narrow search results to records which match the selected techniques.
3. **Type of gene**: Additional search criteria field to add more criteria regarding genes to narrow the search results. Only records containing or referencing the specified gene criteria will be returned. Selecting items in this list will make the following new fields appear:
   a. Gene: Selection list to select a specific gene name.
   b. Introduced or modified traits: Selection list to narrow the search results to records which match the selected options.
4. **Type of organism**: Additional search criteria field to add more criteria regarding organisms to narrow the search results. Only records containing or referencing the specified organism criteria will be returned. Selecting items in this list will make the following new fields appear:
   a. Recipient organism (common name): Selection list for specifying recipient organism by its common name.
   b. Donor organism (common name): Selection list for specifying donor organism by its common name.
   c. Recipient organism (scientific name): Selection list for specifying recipient organism by its scientific name.
   d. Donor organism (scientific name): Selection list for specifying donor organism by its scientific name.
5. **Date of record**: Selection list field for narrowing the search results to a time interval.
6. **Keyword search**: Keyword field for narrowing the results by keyword(s).

See “Using the search pages” to learn about types of fields and their operation.
2.6.1 LMO-Unique Identifiers Registry

The **LMO-Unique Identifiers Registry** contains records that provide summary information on all LMOs registered in the BCH, including transformation events, genetic modifications, and the unique identification code (if available). The records also provide links to all decisions and risk assessment reports that refer to these LMOs.

To narrow search results to records in the LMO-Unique Identifiers Registry, select that option from the **Registries** field.
Once a record is selected from the registry (either from the search results or from the compiled information registry), its information is displayed on the screen. Three tabs at the top of each LMO record provide links to:

1. LMO Information
2. Decisions on the LMO, and
3. Risk Assessments
The **LMO Information** tab displays a page that provides the following information about the LMO:

- **LMO identity**, including LMO name, transformation event, Unique Identifier (when available); name of the developer(s) and link to its contact information; taxonomic name or status, common name(s) and point of collection or acquisition of the recipient organism or parental organisms; information about related LMOs;
- **Characteristics of the transformation process**, including vectors, techniques used for the modification, introduced or modified genetic elements and notes regarding the genetic elements present in the LMO;
- **LMO characteristics**, including modified traits, other gene(s) whose expression was affected by the transformation, LMO’s common use(s);
- **Detection method(s)**, including links to external web-sites and documents and additional information;
- **Additional information** and links to other relevant web-sites and documents;
- **Links to other records referencing the selected LMO.**

Some of the information listed above is optional and may not be present in all records from the LMO-UIds Registry,
The Decisions on the LMO tab displays all decisions taken by countries regarding this LMO in a table format. The first column of the table displays the country taking the decision, while the rest of the columns indicate which categories of use of the LMO have been addressed in the decision. If a decision from a country addresses a particular use of the LMO, then a green icon (or, in some cases, record ID) will appear in the column corresponding to that category of use; clicking on that icon (or record ID) will take the user to the record of the decision and display the information about it. If, for example, a country has taken a decision about domestic use of the LMO for food, then there will be a green icon under this category in the row corresponding to that country in the table.

![Figure 41](image1.png)

This picture was taken on February 2012 with the only purpose of providing an example on the usage of the BCH.

The Risk Assessments tab provides a list of all records containing information about risk assessments regarding the LMO selected.

![Figure 42](image2.png)

This picture was taken on February 2012 with the only purpose of providing an example on the usage of the BCH.
Unique Identification

The BCH Central Portal uses a unique identification system for living modified organisms to facilitate searching and retrieval of information. Currently, the only existing unique identification system in international use is the OECD Unique Identifier for Transgenic Plants.

The OECD Unique Identifier is a simple alphanumeric code that is given to each living modified plant that is approved for commercial use, including for use as food or feed, similar to the ISBN codes used to identify books. The OECD naming system has been designed so that developers of a new transgenic plant can generate an identifier and include it in the dossiers that they forward to national authorities during the safety assessment process. Once approved, national authorities forward the unique identifier to the OECD Secretariat for inclusion in the OECD's product database, from which the information is automatically shared with the Biosafety Clearing-House.

The unique identifier is a nine-digit code, composed of three elements that are separated by dashes (-). These elements are:

1. 2 or 3 alphanumeric digits to designate the applicant;
2. 5 or 6 alphanumeric digits to designate the transformation event;
3. 1 numerical digit for verification (this is intended to reduce errors by ensuring the integrity of the alphanumeric code).

Two approaches are possible for products created with more than one transformation event (often referred to as “stacked” transformation events), where these transformation events have been previously approved for commercialization. An applicant may choose to generate a novel unique identifier for such products or they may choose to use a combination of the unique identifiers from products previously approved for commercialization.

For more information see Ready Reference Guide 11
2.6.2 Gene Registry

The Gene Registry contains records that provide summary information on gene inserts and characteristics of the genetic modifications of LMOs.

To narrow search results to records in the Gene Registry, select that option from the Registries field.

Once a record is selected from the registry (either from the search results or from the compiled information registry), its information is displayed on the screen. Records in this registry provide the following information:

- **General information**, including name of the gene or DNA sequence, category of DNA sequence, and whether the gene or DNA sequence is a synthetic molecule;
- Name of the donor organism and link to the page of this organism in the Organism Registry;
- **Characteristics of the protein coding sequence**, including name of the protein expressed by the coding sequence, its biological function, and related trait(s) or use(s) in biotechnology.
- **Additional information**, including links to other relevant web-sites or attached documents.
- Links to other records referencing the selected gene or DNA sequence.

Conventionally, gene names are written in italics and the proteins typically use the same name as the originating gene but in regular font. For example, the cry1A(b) gene produces the Cry1A(b) protein.
2.6.3 Organism Registry

The Organism Registry provides summary information on parental, recipient or donor organisms related to the LMOs registered in the BCH.

To narrow search results to records in the Organism Registry, select that option from the Registries field.

Once a record is selected from the registry (either from the search results or from the compiled information registry), its information is displayed on the screen. Records in this registry provide the following information:

- **Organism information**, including scientific name, taxonomic classification and common name(s);
- Information on **additional classification**, including type of organism and status of its domestication;
- **Characteristics related to biosafety**, including centre(s) of origins and centre(s) of genetic diversity;
- Any **additional information** about organism and links to other relevant websites or attached documents; and
- Links to other records referencing the selected organism.
### 2.6.4 Example on searching the registries

**Example:** A user wishes to identify all the potato modifications that result in resistance to viruses. The user: (i) selects `Filter by gene trait` in the **Type of gene** box and then `Resistance to diseases and pests - Viruses` in the **Introduced or modified traits** box; and (ii) selects the `Filter by common name` in the **Type of organisms** box and then selects `Potato` in the **Recipient organism (common name)** box.

Clicking on the **Search** button presents the search results, which are displayed as a list of records. Detailed information about each LMO can be viewed by clicking on the record ID number.

![Search interface](Figure 46)

**Figure 46**
2.7 National Reports

URL: http://bch.cbd.int/database/reports/

Under Article 33 of the Protocol, Parties are required to monitor implementation of their obligation under the Protocol and to report to the COP-MOP on measures taken to implement the Protocol. The COP-MOP adopted reporting formats for National Reports (Decisions BS-I/9, BS-III/14, BS-V/14) and requested the Secretariat to make the analysis of national reports available through the BCH (BS-IV/14). The COP-MOP also requested Parties (Decision BS-V/14) to submit their second regular national reports through the BCH or in the Microsoft Word form.

The search page for National Reports database can be accessed from the Finding Information drop-down menu on the navigation bar or from the link in the left-hand menu of the Finding Information page. These links take users to the Search for National Reports page where they can search for National Reports submitted by Governments.
On the **Search for National Reports** page there are two main sections 1) View National Reports, and 2) Analyze National Reports.
**View National Reports** section contains a selection list to narrow search results to reports submitted by specified country. After selecting a country from the menu, information about its Interim, First and Second National Reports will appear below the selection list field. It includes availability of the reports, languages(s), and document format(s). Clicking the icon of the available document format will open the selected report (PDF and HTML formats) or initiate its downloading (Microsoft Word format).

In the **Analyze National Reports** section the user will find the Analyzer for Second National Reports and links to access Analyzers for Interim and First National Reports. Analyzer is an electronic facility which is intended to assist users to aggregate and analyse data according to selected Parties, geographic areas, economic groups and other criteria.

**Results of the Second National Report** can be analyzed by selecting:

1. countries or geographical areas from the selection list field **Geographical areas**. By default all countries are selected and grouped by CBD regions;
2. sections of the report from the list located below the **Geographical areas** box. By default all sections and questions are selected.
3. questions of the report presented by sections. To select questions the user should click on the triangle icon located to the right of each section.

Selecting the **Analyze** button calls up the search results presented in tables.
Example: A user wishes to analyze second national reports submitted by Central Asian countries, in particular questions 15 and 16 (General Provisions section, Article 2). The user (i) selects Select countries or regions in the Geographical areas box, (ii) selects Asia – Central Asia from the Geographical region(s) or political/economic groups selection list, (iii) removes a tick from the All questions and/or sections of the report row, (iv) clicks on the triangle icon to the right of the Article 2 – General provisions section, and (iv) selects questions 15 and 17 from the list of questions.

Clicking on the Analyze button opens a page with the search results. The results of the analysis are displayed in tables, where questions and answers to them are presented in rows and selected region and countries - in columns. The user can define representation of data (e.g. count of responses, percentage by row or column) by selecting it from the selection list located in the right top corner of the page or by clicking on the summary icon next to the question number. Clicking on a country’s name will open the second national report of that country.
Figure 52

Second National Report

This tool allows you to select sections/questions of interest, cross-compare results by region/country, visualize counts/averages, etc.

Analyze results of the 2nd national report by selecting:
- one or more countries or geographical areas (by default all countries are selected and grouped by CBD regions), and/or
- questions and/or sections of the report (by default all sections and questions are selected)

Geographical areas
Select countries or regions

Select country(ies)
<Any>

Select geographical region(s) or political/economic group(s)

Asia - Central Asia

All questions and/or sections of the report

Party to the Cartagena Protocol on Biosafety

Article 2 – General provisions

Question 15. Has your country introduced the necessary legal, administrative and other measures for the implementation of the Protocol?

Question 16. Which specific instruments are in place for the implementation of your national biosafety framework?

Question 17. Has your country established a mechanism for the budgetary allocations of funds for the operation of its national biosafety framework?

Figure 53

This picture was taken on February 2012 with the only purpose of providing an example on the usage of the BCH.
2.8 Capacity-Building

URL: http://bch.cbd.int/database/activities/

Under Article 22 of the Protocol, Parties are required to cooperate in the developing and/or strengthening of human resources and institutional capacity for the effective implementation of the Protocol. Through the BCH, Parties and others can access information about capacity-building and other assistance for implementation of the Protocol. In addition, governments can register their capacity-building needs and priorities in the BCH.

The search page for information about capacity-building can be accessed from the link on the Finding Information drop-down menu on the navigation bar, or from the link in the left-hand menu of the Finding Information page, or from the Capacity Building link in the text of that page.

On the Search for information on Capacity-Building page the user can search for:

- Biosafety Capacity-Building Projects;
- Capacity-Building Opportunities;
- Capacity-Building Needs and Priorities;
- Academically-Accredited Biosafety Courses.
On the **Search for information on Capacity-Building** page there are several search criteria boxes:

1. **Country(ies):** Selection list fields for selecting a country or countries.
2. **Geographical region(s) or political/economic groups:** Selection list field for selecting geographical region(s) or political/economic group(s).
3. **Capacity building categories:** Selection list to narrow search results to records regarding specific categories of capacity building.
4. **Project, Opportunities, Needs and Priorities:** Additional search criteria field to add more criteria to narrow the search results. By selecting items in this list, the user can make the following new fields appear:
   a. **Name of the project:** Keyword field for searching by project name
   b. **Capacity Building areas:** Selection list for narrowing the search results by capacity building area
   c. **Type of implementing agency:** Selection list for narrowing the search results to records matching the specified types of implementing agency
   d. **Lead organization:** Keyword field for searching by organization
5. **Training offered:** Additional search criteria field to add more criteria to narrow the search results. By selecting items in this list, the user can make the following new fields appear:
   a. **Type of training:** Selection list for narrowing the search results to the specified types of offered trainings
   b. **Type of accreditation:** Selection list for narrowing the search results to the specified type of accreditation offered
6. **Date of record:** Selection list field for narrowing the search results to a time interval
7. **Keyword search:** Keyword field for narrowing the results by keyword(s)

See “Using the search pages” to learn about types of fields and their operation and “Managing search results” to learn about features to manage search results.
Example: A user wishes to obtain information about capacity-building courses in Central and Eastern Europe. The user selects (i) CBD Regional Groups – Central and Eastern Europe in the Geographical region(s) or political/economic group(s) box and (ii) Academically-Accredited Biosafety Courses in the Capacity building categories box. Clicking on the Search button presents the search results. Information about each of these activities can be accessed by clicking on the record title or ID number.
This picture was taken on February 2012 with the only purpose of providing an example on the usage of the BCH.
2.9 Organizations

URL: http://bch.cbd.int/database/organizations/

The worldwide and multidisciplinary nature of the Protocol provides a wide stakeholder base for its implementation, extending beyond its Parties. Accordingly, the BCH maintains a database of organizations that are involved in biosafety-related issues.

The search page for information about Organizations can be accessed from the Finding Information drop-down menu on the navigation bar, or from the link in the left-hand menu of the Finding Information page or from the Directory of International Organizations involved in Biosafety Activities link in the text of that page.

This search page allows users to access information about organizations involved in biosafety and includes summaries of the activities of these organizations and their contact Information.
On the **Search for Organizations involved in Biosafety Activities** page there are several search criteria boxes:

- **Country(ies):** Selection list field for selecting a country or countries
- **Geographical region(s) or political/economic group(s):** Selection list field for selecting geographical region(s) or political/economic group(s)
- **Organization name:** Keyword field for searching by organization name
- **Contact name:** Keyword field for searching by organization contact
- **Type of organization:** Selection list to narrow search results to organization of the specified types
- **Regional Area(s) of Operations:** Selection list field to narrow search results to specified regional area(s) of operation
- **Date of record:** Selection list field for narrowing the search results to a time interval
- **Keyword search:** Keyword field for narrowing the results by keyword(s)

See “Using the search pages” to learn about types of fields and their operation.

![Figure 59](image)

**Example:** A user wishes to identify government organizations that work with farmers. The user: (i) selects **Government agency** in the **Type of organization** box and (ii) types **farmer OR agriculture** into the **Keyword search** box. Clicking on the **Search** button presents the search results, which indicate a number of organizations.
This picture was taken on February 2012 with the only purpose of providing an example on the usage of the BCH.
To change the search to projects linked to the private sector, the user selects Private sector (business and industry) in the type of organization box.

![Figure 62](image1)

This picture was taken on February 2012 with the only purpose of providing an example on the usage of the BCH.

![Figure 63](image2)
2.10 The BCH Virtual Library

URL: http://bch.cbd.int/database/library.shtml

Article 20 of the Protocol establishes the BCH to facilitate the exchange of information and experience with LMOs among Parties in order to assist them in implementing the Protocol. To help fulfill this role, the BCH provides access to different categories of information relevant to biosafety and implementation of the Protocol through its Virtual Library.

The search page for the BCH Virtual Library can be accessed from the Finding Information drop-down menu on the navigation bar, or from the link in the left-hand menu of the Finding Information page, or from the BCH Virtual Library link in the text of that page.

On the BCH Virtual Library page the user can find links to the following collections:

1. Biosafety Information Resource Centre (BCH-BIRC)
2. Scientific Bibliographic Database on Biosafety (Bibiosafety)
3. Research4Life
2.10.1 Biosafety Information Resource Centre

URL: http://bch.cbd.int/database/resources/

The **BCH Biosafety Information Resource Centre** (BCH-BIRC) is managed by the Secretariat and contains electronic catalogues of biosafety-related publications and information resources for policymakers, educators, researchers, and the general public. BIRC records may be registered by all BCH account-holders.

The search page for the BCH-BIRC can be accessed from the **Search the BCH-BIRC** link in the text of the **BCH Virtual Library** page.

The BCH-BIRC enables users to access electronic catalogues of biosafety-related publications and information resources as follows:
- News services (including email listservers);
- Online databases and search engines
- Reports and case studies
- Journals
- Newsletters
- Teaching materials (including manuals, toolkits and presentations)
On the **Search the Biosafety Information Resource Centre (BIRC)**

page there are several search criteria boxes:

1. **Publication year**: Selection lists to narrow search results by year of publication. The first selection list specifies whether resources published earlier or later than the date specified in the second box are to be considered. If any of the two selection lists is left empty, then this field will not narrow the search results.
2. **Thematic area**: Selection list to narrow the search results to resources regarding the specified subjects.
3. **Type of record**: Selection list to specify the types of resources to be included in the search results.
4. **Language**: Selection list to narrow the search results to resources in the specified languages.
5. **Date of record**: Selection list field for narrowing the search results to a time interval
6. **Keyword search**: Keyword field for narrowing the results by keyword(s)

See “Using the search pages” to learn about types of fields and their operation.
Example: A user wishes to identify articles written after 2009 about liability issues. The user selects (i) later than and 2009 in the publication year boxes and (ii) Liability and redress in the Thematic area box. Clicking on the Search button calls up the search results.

![Search interface](Figure 67)

This picture was taken on February 2012 with the only purpose of providing an example on the usage of the BCH.

2.10.2 Scientific Bibliographic Database
In addition to the Biosafety Information Resource Centre, the BCH provides access to a bibliographic collection of scientific articles (full reference + abstract), published in national and international scientific periodicals from 1990 onwards, that are relevant to biosafety and risk assessment of biotechnology. The **Scientific Bibliographic Database** is hosted and managed by the International Centre for Genetic Engineering and Biotechnology (ICGEB) and has been made interoperable with the BCH.

The BCH search page for publications in the Scientific Bibliographic Database (Bibliosafety) can be accessed using the link **Search Bibliosafety** in the text of the **BCH Virtual Library** page.

On the **Search the Scientific Bibliographic Database on Biosafety** page there are several search criteria boxes:

1. **Title**: Keyword field to search by publication title
2. **Authors(s)**: Keyword field to search by authors
3. **Publication year**: Selection lists to narrow search results by year of publication. The first selection list specifies whether resources published earlier or later than the date specified in the second box are to be considered. If any of the two selection lists is left empty, then this field will not narrow the search results
4. **Date of record**: Selection list field for narrowing the search results to a time interval
5. **Keyword search**: Keyword field for narrowing the results by keyword(s)

See “Using the search pages” to learn about types of fields and their operation.
Example: A user wishes to identify scientific articles on gene flow from crops written after 2008. The user selects (i) later than 2008 in the publication year boxes and (ii) enters gene flow OR outcrossing in the Keyword search.
Assuming that the user finds a useful article by a certain author, the search can be refined by adding the author’s name to the Author(s) search box. This will narrow the search results to recent articles by the same author regarding this subject.

### 2.10.3 Research4Life Database

The BCH also provides access to collections with focus on health, agriculture or environment within the Research4Life database. Research4Life is the collective name for four public-private partnerships which provides institutions from eligible developing countries with free or low cost online access to academic and professional peer-reviewed content:

- **HINARI** – focuses on medicine, nursing and related health and social sciences, and is managed by World Health Organization (WHO) and Yale University Library;
- **AGORA** – focuses on agriculture, fisheries, food, nutrition, veterinary science and related sciences, and is managed by Food and Agriculture Organization (FAO) and Cornell University Library;
- **OARE**– focuses on natural environment, including environmental toxicology, pollution and related sciences and is managed by UNEP and Yale University Library;
ARDI – focuses on scholarly literature in technical fields, such as biotechnology, medical technology and computing, and is managed by World Intellectual Property Organization (WIPO).

By following the links in the Research4Life section of the BCH Virtual Library page the user can access:
1. Research4Life web-site with information about the partnership, its programs, news, case studies, etc.
2. HINARI, AGORA, OARE, and ARDI web-sites with information about these programs, search pages, promotional materials, etc.
3. Web-sites of the Research4Life partners
4. Links to pages where you can register your institution
5. Direct links to search pages of HINARI, AGORA, OARE and ARDI programs.

The registration is required to access the Research4Life collections and can be done by following the links Register your institution. Individuals are not eligible to register, only institutions.
Figure 73
2.11 Advanced Search

URL: https://bch.cbd.int/database/advanced/

In addition to search pages for specific categories of information, the BCH Central Portal also provides an advanced search facility which allows users to search for any records registered in the BCH from one page.

The page for Advanced Search can be accessed from the Finding Information drop-down menu on the horizontal navigation bar, or from the link in the left-hand menu of the Finding Information page.

![Figure 74](image-url)
On the **Advanced Search** page there are several search criteria boxes and operators' buttons:

1. Type of record: Selection list field for narrowing search results to a specified type of record.
2. Selection list that allows the user to specify whether the type of record he/she is looking for should be limited to a particular category of information (**Equal**) or should include other related categories (**Related**).
3. Category of information (by default **National record** is displayed): Selection list field for narrowing search results to a specified category of information.
4. Operators' buttons for narrowing search results by adding additional criteria (AND, OR operators) or by excluding specified types of records or categories (NOT operator). After clicking one of this buttons a new set of search criteria boxed will appear below the initial one.

If no category is selected to narrow the search for a particular field, a default value of "all" will be used.

See “Using the search pages” to learn about types of fields and their operation.

![Figure 75](image-url)
**Example:** A user wishes to identify all records related to decisions on LMOs for direct use as FFPs or decisions on contained use taken in Asian region. The user (i) specifies region by selecting **Region** in the **Type of record** box and **CBD Regional Groups – Asia** in the categories of information box, (ii) clicks **AND** button and selects **Decision:** Type of decision in the **Type of record** box, Related, and Decision on LMOs for direct use as food or feed, or for processing (Article 11, LMOs-FFP) in the categories of information box, (iii) clicks **OR** button and selects **Decision:** Type of decision in the **Type of record** box, Related, and Decision on contained use of LMOs (Article 6.2) in the categories of information box.

Clicking on the **Search** button presents the search results displayed as a list of records. Detailed information about each record can be viewed by clicking on the record ID number.

![Advanced Search Diagram](Image)

**Figure 76**
Figure 77

This picture was taken on February 2012 with the only purpose of providing an example on the usage of the BCH.
3 Compiled Information

The Compiled lists of information are maintained and regularly updated by the BCH for the following categories of data: National Contacts, LMOs, Organisms and Genes. Unlike information accessible through the search pages, compiled information is provided in a list format, and is easily accessible either on the screen or in a PDF file.

Access to the compiled lists of information is provided from the links in the Finding Information drop-down menu on the navigation bar or from the link in the left-hand menu of the Finding Information page.

![Figure 78](image)

3.1 National Contacts Compiled Lists

URL: http://bch.cbd.int/database/compiled-national-contacts/

Access to the compiled lists of national contacts and competent authorities can be obtained using the National Contacts link in the left-hand menu of the Finding Information page or in the Finding Information drop-down menu on the navigation bar of the BCH Central Portal.
These links take users to the **National Contacts & Competent Authorities** page, which provides links to compiled lists of:

- Parties to the Cartagena Protocol on Biosafety
- All National Contacts under the Cartagena Protocol on Biosafety
- Cartagena Protocol National Focal Points;
- Biosafety Clearing-House National Focal Points;
- Points of contact for unintentional transboundary movements and emergency measures (Article 17); and
- Competent National Authorities

These compiled lists are updated weekly.

![National Contacts & Competent Authorities](image)

**Figure 79**

This picture was taken on February 2012 with the only purpose of providing an example on the usage of the BCH.

### 3.2 LMO Registry Compiled List


Access to the compiled list of LMOs can be obtained using the **LMO Registry** link in the left-hand menu of the **Finding Information** page or in the Finding Information drop-down menu on the navigation bar of the BCH Central Portal.
The Living Modified Organism (LMO) Registry page provides a list of all LMOs registered in the BCH database. Clicking on a record ID number will display the record data. It is also possible to search for specific LMOs in the LMO registry by using the LMOs, Genes or Organisms search page.

3.3 Organism Registry Compiled List

URL: http://bch.cbd.int/database/organism-registry/

Access to the compiled list of organisms can be obtained using the Organism Registry link in the left-hand menu of the Finding Information page or in the Finding Information drop-down menu on the navigation bar of the BCH Central Portal.

The Organism Registry page provides a list of all organisms registered in the BCH database. Clicking on a record ID number will display the record data. It is also possible to search for specific organisms in the organism registry by using the LMOs, Genes or Organisms search page.
3.4 Gene Registry Compiled List

URL: http://bch.cbd.int/database/gene-registry/

Access to the compiled list of genes can be obtained using the Gene Registry link in the left-hand menu of the Finding Information page or in the Finding Information drop-down menu on the navigation bar of the BCH Central Portal.

The Gene and DNA Sequence Registry page provides a list of all genes and DNA sequences registered in the BCH database. Clicking on a record ID number will display the record data. It is also possible to search for specific genes and DNA sequences in the gene registry by using the LMOs, Genes or Organisms search page.
Figure 82

This picture was taken on February 2012 with the only purpose of providing an example on the usage of the BCH.
4 Search using Record ID

URL: http://bch.cbd.int/database/

The BCH Central Portal provides a quick search facility which allows users to search for specific records by the official ID number under which the record has been registered in the BCH. The Go to record ID search box is located on pages of the Finding Information section at the bottom of the left-hand menu.

Users who wish to access a specific record can enter the record number there and press Go to be taken directly to the record.

Example: A user looking for Record ID 300 enters 300 in the Go to record ID search box and then press Go.
Figure 84

This picture was taken on February 2012 with the only purpose of providing an example on the usage of the BCH.