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| *Reference Record[[1]](#footnote-1):* **Laboratory for detection and identification of LMOs[[2]](#footnote-2)**  *Fields marked with an asterisk (\*) are mandatory.* |

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| **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]](#footnote-3).* |
| 1. Related Organization:[[4]](#footnote-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]](#footnote-5).* |

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| **Laboratory Details** | |
| 1. 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> |
| 1. Collaborative agreements:[[6]](#footnote-6) | <Text entry>  *and/or* <URL and website name>  *and/or* <Attachment> |
| 1. Accreditations and certifications of the laboratory (e.g. ISO/IEC 17025): | Please specify: <Text entry> |

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| 1. 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> |
| 1. Types of LMOs: | | Plants  Animals  Fungi  Bacteria  Viruses  Other (specify): <Text entry> |
| 1. LMO(s) detectable by the laboratory: | | *<BCH LMO record number>*  *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]](#footnote-7).* |
| 1. Genetic element(s) detectable by the laboratory:\* | | *<BCH Genetic element record number>*  *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]](#footnote-8).* |

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| **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** | |
| 1. Any other relevant information:[[9]](#footnote-9) | <Text entry>  *and/or* <URL and website name>  *and/or* <Attachment> |
| 1. Notes:[[10]](#footnote-10) | <Text entry> |

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| **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 e-mail to [bch@cbd.int](mailto: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 e-mail address>*  *Please enter the e-mail address that is registered in the BCH or, if not registered, attach a “Contact” common format.[[11]](#footnote-11)* |
| *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:\* |  |

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. [↑](#footnote-ref-1)
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”. [↑](#footnote-ref-2)
3. All BCH common formats can be accessed through the Submit page of the BCH. [↑](#footnote-ref-3)
4. Please use this field to link to any other related organizations that may be in the database (e.g. parent organization). [↑](#footnote-ref-4)
5. All BCH common formats can be accessed through the Submit page of the BCH. [↑](#footnote-ref-5)
6. Specify any national competent authority, organization or laboratory within or outside the country, which has an agreement with this laboratory. [↑](#footnote-ref-6)
7. All BCH common formats can be accessed through the Submit page of the BCH. [↑](#footnote-ref-7)
8. Same note as above. [↑](#footnote-ref-8)
9. Please use this field to provide any other relevant information that may not have been addressed elsewhere in the record. [↑](#footnote-ref-9)
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. [↑](#footnote-ref-10)
11. All BCH common formats can be accessed through the Submit page of the BCH. [↑](#footnote-ref-11)