*Reference Record[[1]](#footnote-1):* Risk assessment generated by
an independent or non-regulatory process[[2]](#footnote-2)

*Fields marked with an asterisk (\*) are mandatory.*

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| **General information** |
| 1. Title of the risk assessment:[[3]](#footnote-3)\*
 | <Text entry> |
| 1. Date of the risk assessment:\*
 | <YYYY-MM-DD>OR [ ]  Date not available |
| 1. Institution responsible for the risk assessment:\*
 | *<Registered e-mail address>**Please enter the e-mail address that is registered in the BCH or, if not registered, attach a “Biosafety Organization” common format[[4]](#footnote-4).* |
| 1. Contact details of the main responsible risk assessor:
 | *<BCH record number>**Please enter the BCH record number containing the contact information or, if not registered, attach a “Contact” common format[[5]](#footnote-5).* |

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| **Risk assessment details** |
| 1. Living modified organism(s):\*
 | *<BCH record number>* *Please enter the BCH record number containing this information or, if there is no record, attach an “LMO” common format[[6]](#footnote-6).* |
| 1. 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. Risk assessment report/summary:\*
 | <Attachment> *(preferred)**and/or*<URL and website name>*and/or*<Text entry> |
| **Methodology and points to consider[[7]](#footnote-7)** |
| 1. Potential adverse effects identified in the risk assessment:
 | <Text entry> |
| 1. Likelihood that the potential adverse effects will be realized:
 | <Text entry> |
| 1. Possible consequences:
 | <Text entry> |
| 1. Estimation of the overall risk:
 | <Text entry> |
| 1. Recommendation(s) on whether the risks are acceptable/manageable and any management strategies:
 | <Text entry> |
| 1. Need(s) for further information on specific issues of concern:
 | <Text entry> |
| 1. Receiving environment(s) considered:[[8]](#footnote-8)
 | <Text entry> |
| 1. LMO detection and identification methods proposed:
 | <Text entry>*and/or* <URL and website name> |
| **Timeframe for confirmation or updating of information** |
| 1. Should this information be confirmed or updated after two years from the date of submission?[[9]](#footnote-9):\*
 | [ ]  Yes [ ]  No |
| **Additional information** |
| 1. Any other relevant information:[[10]](#footnote-10)
 | <Text entry>*and/or* <URL and website name>*and/or* <Attachment> |
| 1. Notes:[[11]](#footnote-11)
 | <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. 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[[12]](#footnote-12).* |
| *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. 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”. [↑](#footnote-ref-2)
3. This will appear as the title of the BCH record. [↑](#footnote-ref-3)
4. All BCH common formats can be accessed through the Submit page of the BCH. [↑](#footnote-ref-4)
5. See note above. [↑](#footnote-ref-5)
6. All BCH common formats can be accessed through the Submit page of the BCH. [↑](#footnote-ref-6)
7. Refer to Annex III, paragraphs 8 and 9 of the Cartagena Protocol on Biosafety. [↑](#footnote-ref-7)
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. [↑](#footnote-ref-8)
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”. [↑](#footnote-ref-9)
10. Please use this field to provide any other relevant information that may not have been addressed elsewhere in this record. [↑](#footnote-ref-10)
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. [↑](#footnote-ref-11)
12. All BCH common formats can be accessed through the Submit page of the BCH. [↑](#footnote-ref-12)