

# A User's Guide to the Central Portal of the Biosafety Clearing House

Searching the Biosafety Clearing-House

December 2023

Version 6.0



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Please note that this module has been prepared to assist in understanding the Cartagena Protocol on Biosafety. It is not intended to provide legal interpretation of the Protocol or decisions made by the Conference of the Parties serving as the meeting of the Parties to the Protocol. Please refer to the original text of the Protocol and COP-MOP decisions for any further information.

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# 1. Introduction to the Manual

What you will learn in this manual:

In this module you will learn:

- How to navigate through the Central Portal of the Biosafety Clearing House (BCH);
- Understand the main functionalities of the BCH;
- Know what information can be found on the BCH;
- Search the databases available on the BCH.

#### Context:

The UNEP-GEF Project for Capacity Building for Effective Participation in the Biosafety Clearing House (BCH-I) prepared a training package that aimed to provide 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 later updated within the UNEP-GEF Project for Sustainable Capacity Building for Effective Participation in the BCH (BCH-III). The package was designed to be flexible and tailored to meet the diverse needs of different countries, allowing them to select the tools and ideas most useful to their situation, needs, and priorities. The training package is divided into several manuals, each addressing one Biosafety Clearing-House (BCH) element.

#### Audience:

This manual is designed to guide users of the Biosafety Clearing-House (BCH). It is developed for a non-technical audience with little or no knowledge of the Cartagena Protocol and the BCH. As such, this manual will provide users with an opportunity to understand the requirements of the Biosafety Clearing-House in relation to searching for information.

### Purpose:

This manual will help users learn to navigate on the BCH, and describes the main functions and information that can be found on the BCH Central Portal, including:

- 1. The different categories of information found on the BCH;
- 2. The structure of information available on the BCH.

Note that while you are connected to the BCH (<a href="http://bch.cbd.int/">http://bch.cbd.int/</a>) you can read the sections of this manual and browse its various components.

# 2. Home Page

URL: <a href="https://bch.cbd.int/">https://bch.cbd.int/</a>

The following sections will provide help and guidance on the use of the Biosafety Clearing-House.

The Home Page of the BCH is a welcome page that provides a gateway to each BCH element and all data stored in the BCH.

This Home Page of the BCH has a Welcome area that briefly introduces the BCH, provides a link to the main sections of this website, such as the navigation bar, and provides information on highlights, such as the latest news about the BCH and biosafety in general, the most recent additions to the databases, as well as the latest updates of published records.

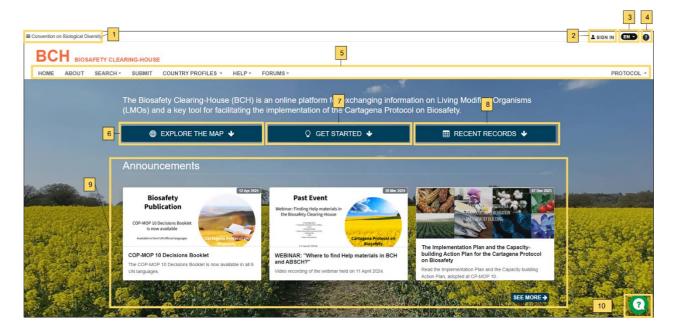


Figure 1. BCH Home Page

The main components of the BCH Biosafety Clearing-House Home page are (see numbers in Figure 1):

- 1. The link to the **Convention on Biological Diversity** CBD allows you to access all CBD information including its protocols and programmes;
- 2. The **Sign In** link is a link for registered users and new users who need to create an account. Any user can search information in the BCH at <a href="http://bch.cbd.int/">http://bch.cbd.int/</a> without a registered CBD user account. However, a CBD user account is necessary if the user:
  - Needs to submit information to the BCH;
  - Would like to receive notifications by email; or

- Would like to participate in the online forums and/or other interactive events organized through the BCH.
- 3. The **language link** allows users to access the BCH in one of the six official languages of the United Nations;
- 4. The **question mark link** which provides a menu where you can find relevant information about the Biosafety Clearing-House;
- 5. The **Navigation bar** which provides links to the main components of the Biosafety Clearing-House;
- 6. The **Explore the map** which take you to the map where you can find all the information about the national records of the countries that are Parties to the Cartagena Protocol, as well as those of the Non-Parties.
- 7. **Get Started:** By clicking here, you will access the **Learn** (information about the Cartagena Protocol and BCH), **Search** (search for information on the BCH) and **Submit** (to register information on the BCH) sections.
- 8. **Recent Records:** Click here to access the national and reference records recently published on the BCH.
- 9. **Announcements:** In this section you can find recent news related to the Cartagena Protocol and its activities. In addition, by clicking on **SEE MORE** at the bottom right of this section you will access information about activities and events held in the last months.
- 10. 2: By clicking here, you will access a chat box where you can ask questions or request information about the BCH.

# 2.1. Convention on Biological Diversity

In the upper left part of the screen, you will find an icon of the **Convention on Biological Diversity**. If you click on it, a bar will be displayed on the right with tags that will direct you to the Convention, its Protocols and other topics (Figure 2).



Figure 2. Convention on Biological Diversity

#### 2.1.1. The Convention

By clicking on this tag, you will access the Home Page of the Convention on Biological Diversity and find all information related to this international treaty (Figure 3).

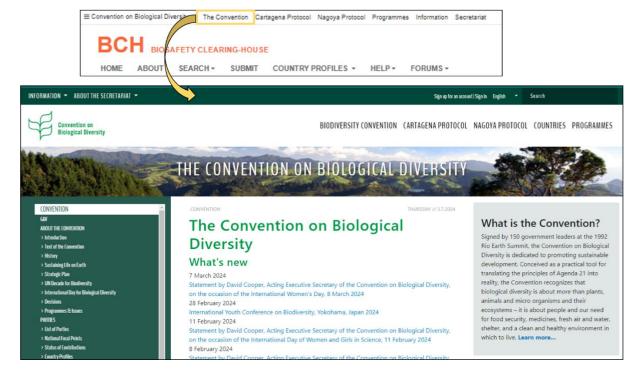


Figure 3. Link to Convention of Biological Diversity Page

### 2.1.2. Cartagena Protocol

By clicking on this tag, you will access the Cartagena Protocol website and find all information related to this international agreement (Figure 4).



Figure 4. Link to Cartagena Protocol Page

# 2.1.3. Nagoya Protocol

By clicking on this tag, you will access the Nagoya Protocol website and find all information related to this international agreement (Figure 5).

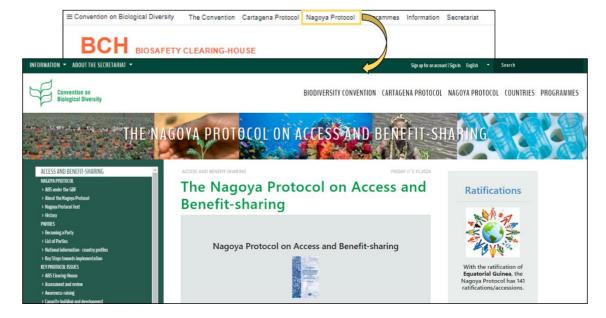


Figure 5. Link to Nagoya Protocol Page

### 2.1.4. Programmes

By clicking on this tag, you will be directed to the Thematic Programmes and Cross-Cutting Issues of the Convention of Biological Diversity which have been established by the Conference of the Parties (COP).

There are seven thematic Programmes Of Work which correspond to some of the major biomes on the planet. The COP has also initiated work on key matters of relevance to all thematic areas. These cross-cutting issues correspond to the issues addressed in the Convention's substantive provisions in Articles 6-20, and provide bridges and links between the thematic programmes (Figure 6).

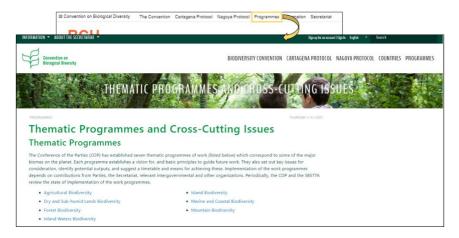


Figure 6. Link to the Programmes of the Convention of Biological Diversity

#### 2.1.5. Information

By clicking on this tag, you will access the Information Centre of the Convention on Biological Diversity where you will find information about several of the activities and initiatives of the Convention as well as information on Major Meetings, Major References, and National Information of the Parties to the Convention and its Protocols (Figure 7).

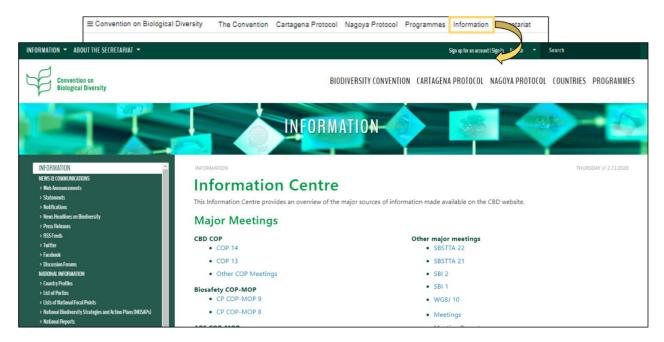


Figure 7. Link to Information Centre of the Convention of Biological Diversity

#### 2.1.6. Secretariat

By clicking on this tag, you will find information about the Secretariat of the Convention on Biological Diversity. You can find out how the Secretariat is structured, its staff, initiatives, documents, and employment and business opportunities (Figure 8).



Figure 8. Link to the Secretariat of the Convention of Biological Diversity

# 2.2. Sign-in

Clicking on the "**Sign-In**" tag takes you to the **Sign-In** box of the Convention on Biological Diversity (Figure 9). Any person can have a CBD account which will give her/him access to submit information in all CBD clearing-houses, including the Biosafety Clearing-House (BCH), the ABS Clearing-House (ABS CH) and the Clearing-House Mechanism (CHM) under the Convention.

You can register for a CBD account using a valid e-mail address at: <a href="https://accounts.cbd.int/signup">https://accounts.cbd.int/signup</a>. Make sure you enter all the information required as instructed on the form and click "Submit". You will automatically receive an e-mail with a link to confirm your account.

You can access all clearing-houses and the CBD website with the same CBD account.

You can also create an account directly through the Biosafety Clearing-House website:

- 1. Click on **SIGN IN** on the top-right corner.
- 2. In the box that opens, click on "Create an account".
- 3. Enter all the information required on the form and click "**Submit**". You will automatically receive an e-mail with a link to confirm your account.

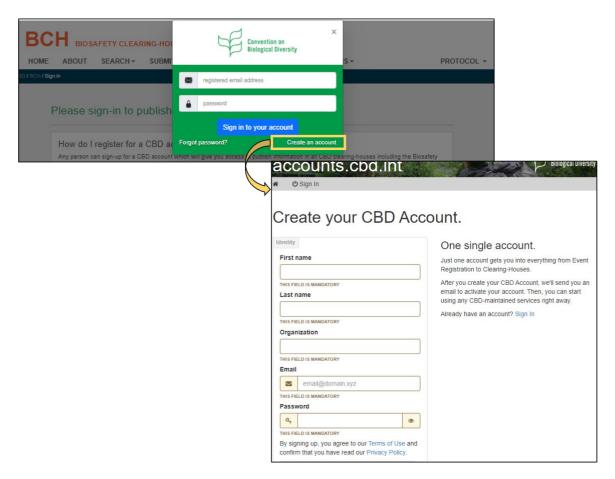


Figure 9. Create an account.

# 2.3. Languages

The BCH can be accessed in any of the six official languages of the United Nations: Arabic, Chinese, English, French, Russian and Spanish. Click on the 'language' icon on the top right corner of the website and then select your preferred language from the drop-down list (Figure 10).

Furthermore, as you submit information in the "**Submission form**", it is also possible to introduce information in one of the six official UN languages. Select a language(s) from the "**language**" drop-down list located at the top left of the "**Submission form**". For each submission field, a text box will appear in the language(s) selected.



Figure 10. Languages

# 2.4. Question mark Help

The question mark help at the top right of the page, near the language icon, is a quick "help" for all components of the BCH. When you click on it a drop-down Menu will display relevant information about the Biosafety Clearing-House, such as "All videos about BCH", "Training Site: User Roles (video)", and "Procedure for nominating National Focal Points", among others, that will help you to better understand some concepts, procedures, or activities related to the BCH functioning and the information that can be found on it (Figure 11).

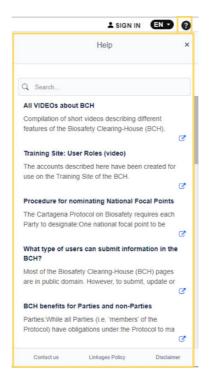


Figure 11. Help

# 3. Navigation Bar

The **Navigation Bar** provides links to the major components of the BCH.



Figure 12. Navigation Bar

The components of the Navigation Bar are:

- **1.** HOME
- 2. ABOUT
- 3. SEARCH
- 4. SUBMIT
- 5. COUNTRY PROFILES
- 6. HELP

- 7. FORUMS
- 8. PROTOCOL

# **3.1.** Home

This page is the first access to the Biosafety Clearing-House. It contains the main information and links to the different components and data.

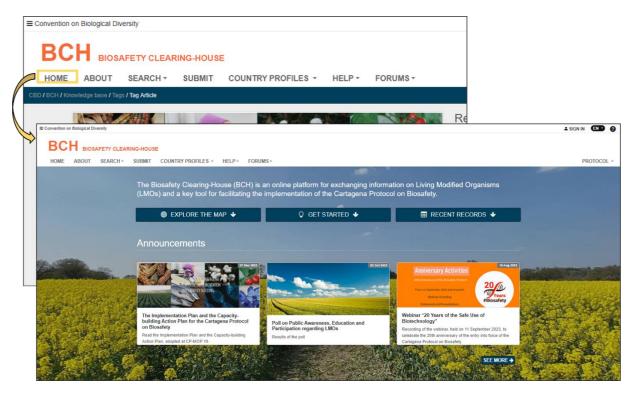


Figure 13. BCH Home Page

# 3.2. About

When you click on **ABOUT** you enter the **BCH Knowledge Base**, which is an online tool designed to help users become familiar with the Biosafety Clearing-House, learn how to submit records, search for information, and complete other important tasks. In addition, here you can find the FAQs (Frequently Asked Questions) and popular tags.

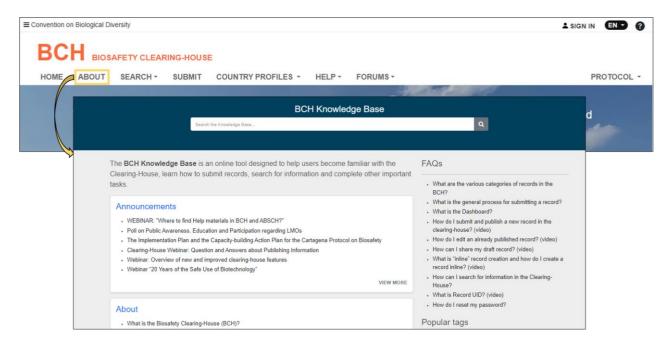


Figure 14. About

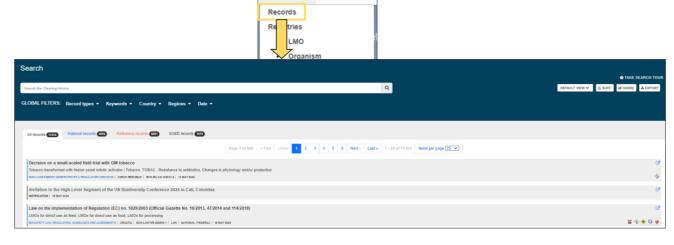
# 3.3. Search

The Search section is an essential part of the BCH. It provides access to links to search for different categories of information, such as: Records, Registries (LMO, Organism, Gene, Laboratories), Submissions to Notifications, and National Report Analyzer



Figure 15. Search

#### 3.3.1. Records



SUBMIT

SEARCH -

Figure 16. Records

On this page you will find all the records that are available on the BCH. There are three types of records in the BCH: **National** records (blue), **Reference** records (red), and **SCBD** records (black).

As a guide on how to manage these records we invite you to the "Take Search Tour" on the top right-hand side of this page, which will explain all the sections of this search page and help you understand how to find the information you are interested in.

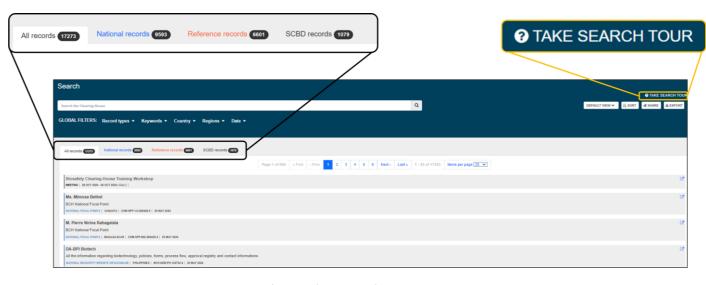


Figure 17. Records - Take Search Tour Button

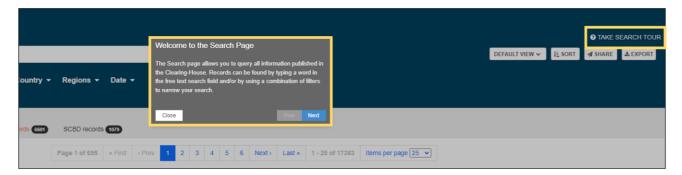


Figure 18. Example 1: Take Search Tour - Welcome to the Search Page

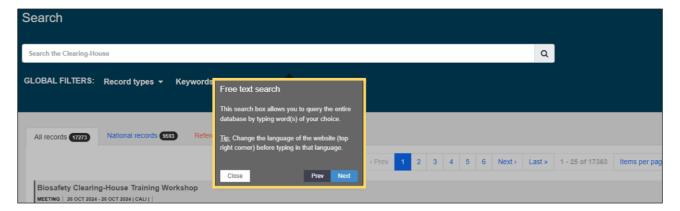


Figure 19. 1Example 2: Take Search Tour - Free text search

We highlight some of the sections of this page:

- 1. **Global Filters**: Will help you choose the filters you want to include to perform the search you need. These include:
  - **1.1. Record Types**: Within these you can select to display one or more of the different types of National, Reference and/or SCBD Records.
  - **1.2. Keywords**: You can select to display one of the 202 keywords provided that can help you in your search.
  - **1.3. Country**: by selecting one or more countries in the list, you can display information submitted by this/these countries on the BCH.
  - **1.4. Regions**: this global filter allows you to display information submitted by one or more CBD Regions and/or Countries Groupings.
  - **1.5. Date**: this global filter allows you to display information submitted during a specific date or a period of time.

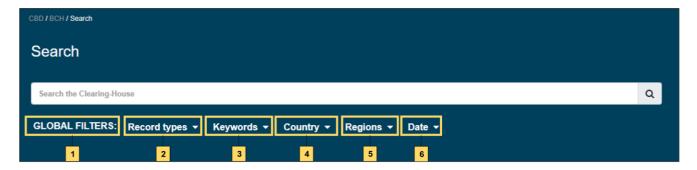


Figure 20. Global Filters for Search

### 3.3.2. Registries

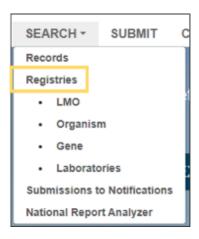


Figure 21. Registries

This page allows you to browse and display information submitted in specific registries of the BCH. There are four main registries (Figure 22):

- 1. The Living Modified Organism (LMO) Registry: provides summary information on all living modified organisms registered in the BCH, including transformation events, genetic modifications and the <u>unique identification code</u> (if available) for each record. Links to all decisions and risk assessment reports that refer to these organisms are accessible through the records in the registry.
- 2. **The Organism Registry:** includes summary information on those organisms that have been registered in the BCH as parental, recipient or donor organisms. The registry includes links to the records on each organism where further information about relevant biological characteristics, including information on taxonomic classification, common name, origin, centre of origin and centre of genetic diversity can be found. Links to records that reference the organism are provided at the bottom of each individual record.
- 3. **the Genetic Element Registry:** provides a summary of information on the genetic elements associated with the LMOs registered in the BCH, including information on the donor organism, conferred traits and biological function. The registry includes links to the records on each genetic element where more details may be found. LMOs containing the particular genetic element are

referenced at the bottom of the individual record.

4. **Laboratories (LAB) Registry:** provides summary of information on all laboratories, registered in the BCH, that are involved in the detection and identification of living modified organisms (LMOs).

The number of records in each registry is displayed at the top right of the registry.

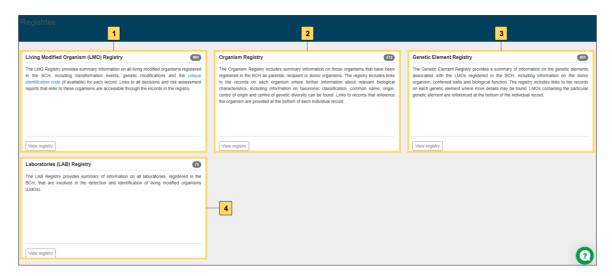


Figure 22. 2Types of Registries

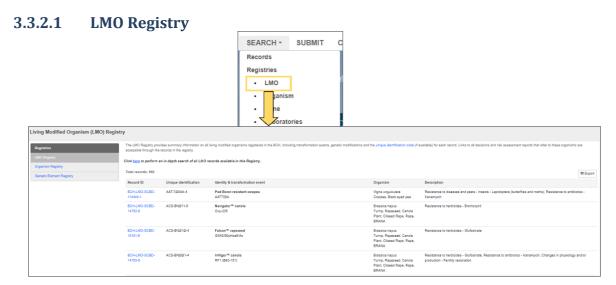


Figure 23. LMO Registry

The LMO Registry displays a list of all living modified organisms registered in the BCH. Each LMO has a:

- A record ID - or unique identifier (UID) - which is an identification code assigned automatically by the system to each record published in the Biosafety Clearing-House (BCH). The Record UID consists of a combination of characters and numbers used to uniquely distinguish records in the BCH.

- a Unique Identification Code - or OECD Unique Identifier -which 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:

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

Besides, the LMO Registry displays information about the transformation events, the genetic modifications, the organism and gives a description of the main traits. Links to all decisions and risk assessment reports that refer to these organisms are accessible through the records in the Registry.

It is important to note that at the top right of this page there is an **Export** icon. Clicking on this icon will provide you with an Excel file of all the LMO registries.

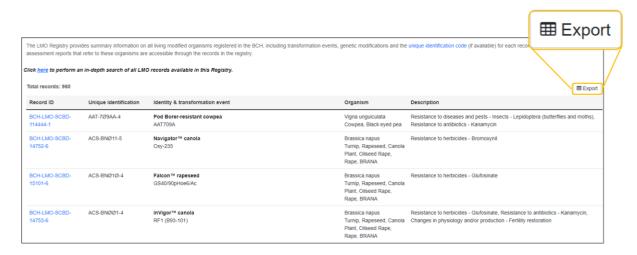


Figure 24. 3Export LMO Registry

..3.3.2.1.1 Example: Pod Borer- resistant Cowpea(Unique Identifier: AAT-7Ø9AA-4)

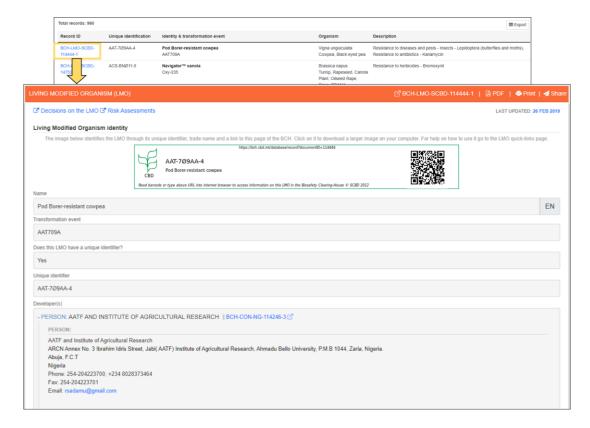


Figure 25. Example of LMO - Pod Borer-resistant cowpea

In each LMO record you find, among other data, the name of the LMO, its QR code, its Unique Identifier, the developers, the characteristics of the LMO, the characteristics of the genetic transformation, and detection methods (Figure 25).

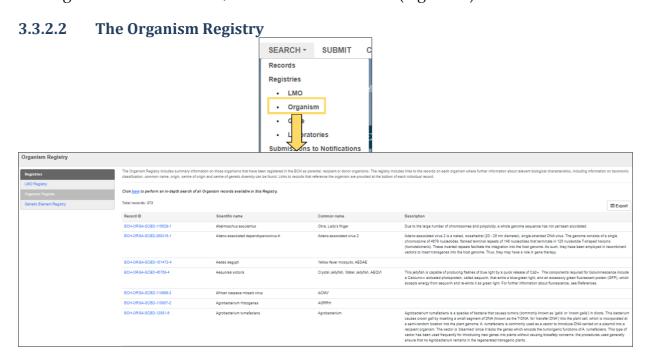


Figure 26. Organism Registry in Search

The **Organism** Registry includes summary information on those organisms that have been registered in the BCH as parental, recipient, or donor organisms. The registry includes links to the records on each organism, where further information about relevant biological characteristics—including information on taxonomic classification, common name, origin, center of origin, and center of genetic diversity—can be found. Links to records that reference the organism are provided at the bottom of each individual record.

It is important to note that at the top right of this page there is an **Export** icon and if you click on it, you will have an Excel file of all the Organism Registry.

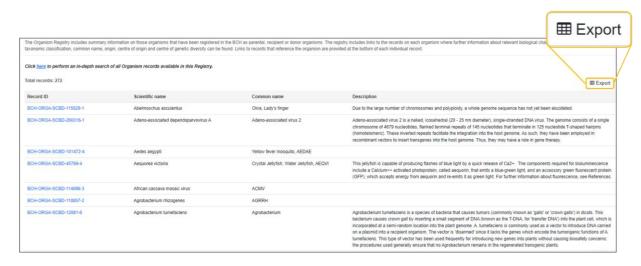


Figure 27. Export Organism Registry

..3.3.2.2.1 Example: the okra (Abelmoschus esculentus)

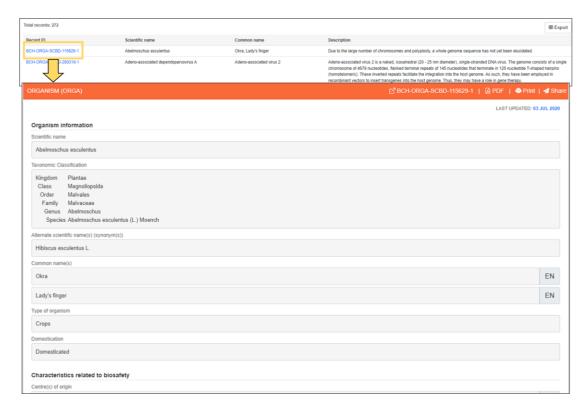


Figure 28. Organism Example - Abelmoschus esculentus

In this record you can find, among other data, the scientific name of the organism, its common name, its taxonomic classification, its center of origin, its habitat range, and its geographical distribution.

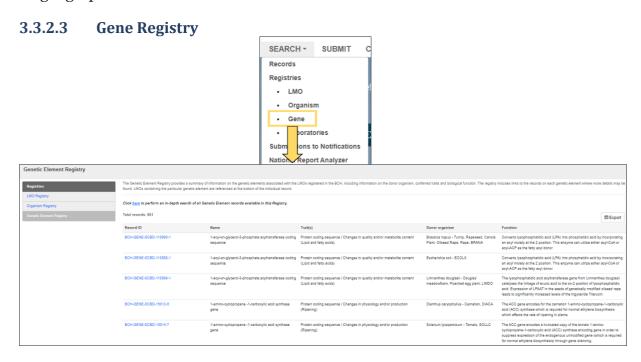


Figure 29. Gene Registry in Search

If you go to the **Gene** Registry you will access the information about the Genetic Element Registry, which provides a summary of information on the genetic elements

associated with the LMOs registered in the BCH, including information on the donor organism, conferred traits, and biological function. The registry includes links to the records on each genetic element where more details may be found. LMOs containing the particular genetic element are referenced at the bottom of the individual record.

It is important to note that at the top right of this page there is an **Export** icon and if you click on it, you will have an Excel file of all the Gene registries.

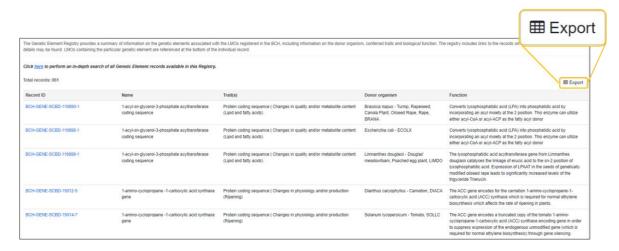


Figure 30. 4Export Gene Registry

..3.3.2.3.1 Example: the gene coding for the "1-acyl-sn-glycerol-3-phosphate acyltransferase" enzyme (record ID: <u>BCH-GENE-SCBD-110890-1</u>)

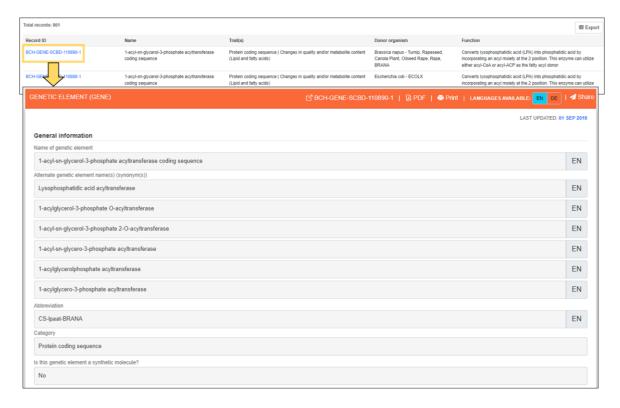


Figure 31. 5Gene Example - 1-acyl-sn-glycerol-3-phosphate acyltransferase coding

#### sequence

In this Genetic Element record, you could find, among other data, the name of the element, its abbreviation, characteristics of the protein coding sequence, and the protein's biological function.

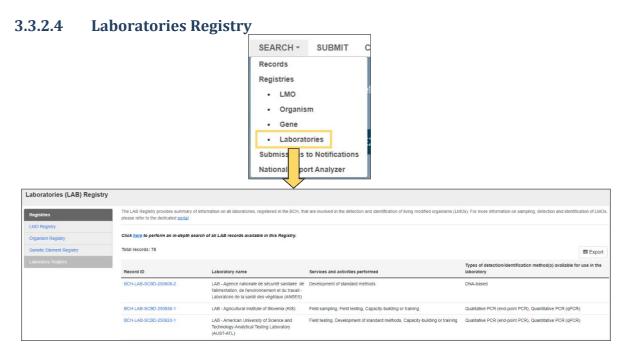


Figure 32. Laboratory Registries

If you go to the **Laboratories** section, you will find information on all the laboratories registered in the BCH that are involved in the detection and identification of living modified organisms (LMOs).

If you are interested in having more information on sampling, detection, and identification of LMOs, be aware that you can access the specific **portal** for this through the link at the end of this page's introductory paragraph.

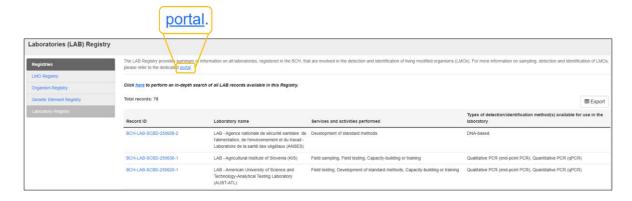


Figure 33. Laboratories Portal

It is important to note that at the top right of this page there is an **Export** icon and if you click on it, you will have an Excel file of all the Laboratory registries.

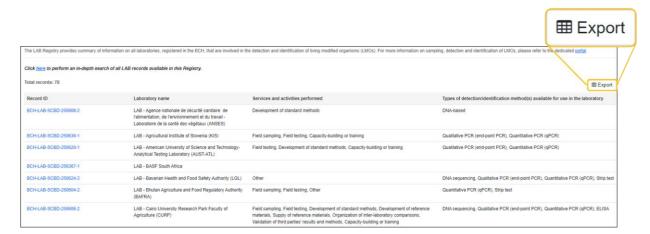


Figure 34. Export Laboratory Registry

..3.3.2.4.1 Example: Agence nationale de sécurité sanitaire de l'alimentation, de l'environnement et du travail - Laboratoire de la santé des végétaux (ANSES)

As an example the record of the « Agence nationale de sécurité sanitaire de l'alimentation, de l'environnement et du travail - Laboratoire de la santé des végétaux (ANSES) » is displayed below.

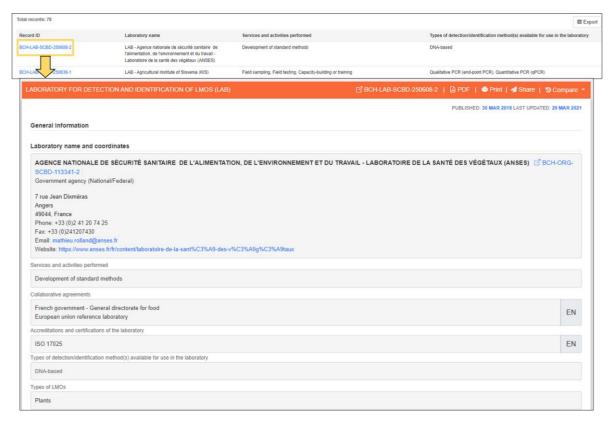


Figure 35. Laboratory Example - Agence nationale de sécurité sanitaire de l'alimentation, de l'environnement et du travail - Laboratoire de la santé des végétaux (ANSES)

In each LAB record you will find, among other information, the name of the laboratory and its coordinates, the services and activities it performs, the accreditations and

certifications it has, and the methods of detection and identification of LMOs it carries out.

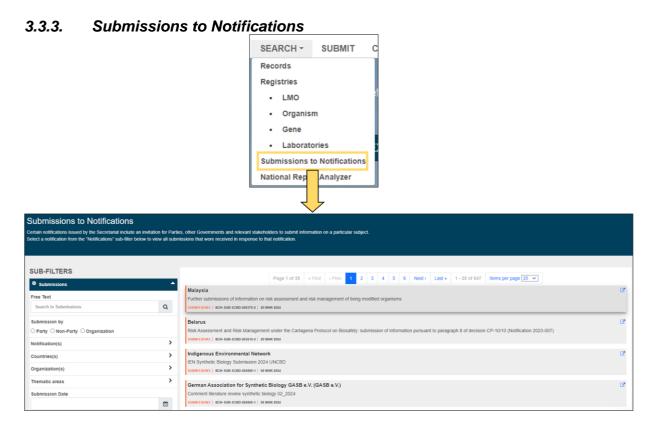


Figure 36. Submissions to Notifications

In this section you will find notifications issued by the Secretariat that include invitations to the Parties on different requests related to the Cartagena Protocol, or notifications from governments and interested parties providing information on specific topics.

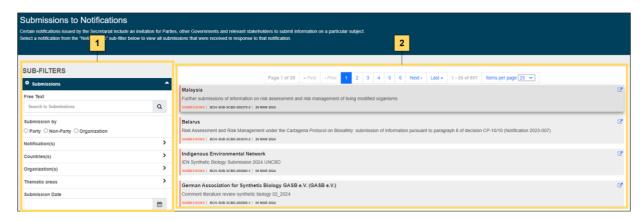


Figure 37. Submissions to Notifications page sections

On this page you will find:

5. **Left hand menu: Sub-Filters:** you can choose the filter to search for the notification you need.

These sub-filters include:

- *a)* Free Text
- b) Submission made by Party, Non-Party, or Organization
- c) Notifications
- d) Countries
- e) Thematic Areas
- f) Submission Date
- 6. The list of all the notifications found on the BCH starting with the most recent one.

To reflect what is contained in a notification, we have taken the Malaysia notification as an example.

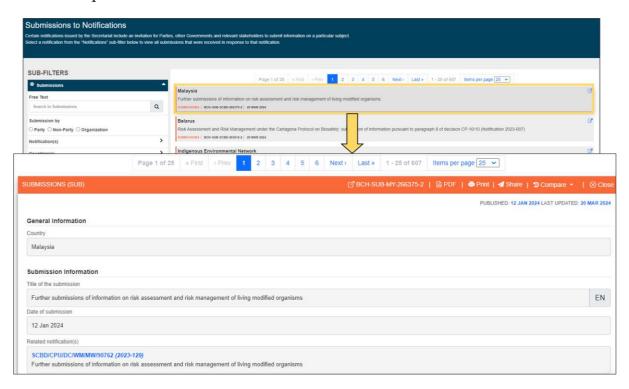


Figure 38. Submissions to Notifications - Example Malaysia

In this case, it is a submission made by Malaysia in relation to a literature review on synthetic biology. Here you will find the date of the submission and the information that Malaysia sent to the SCDB on this topic.

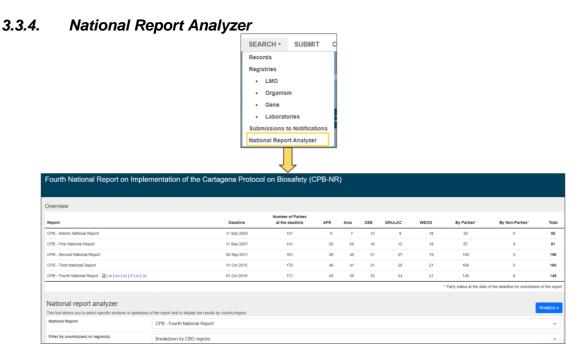


Figure 39. National Report Analyzer

On this page you will find the reports that the Parties to the Cartagena Protocol have sent to the SCBD. So far, four national reports have been submitted.

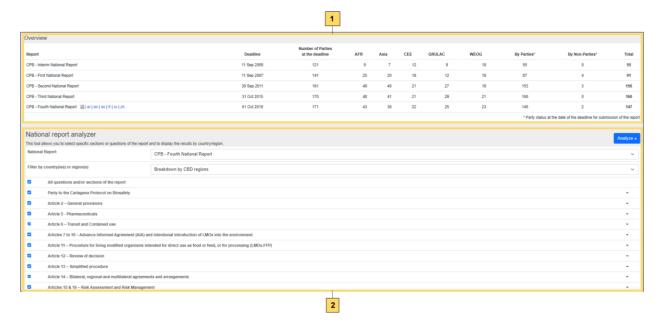


Figure 40. National Report Analyzer Sections

In the first part of this page (1) you will find an overview of the reports submitted so far, where you will find data on the number of reports received, the number of reports received per region, and the number of reports received from Parties and Non-Parties.

Further down in this page you will find the **National report analyzer (2)** which is a tool that allows you to select specific sections or questions of the reports and to display the results by country/region.

To search for information in the reports you will be able to choose what reporting period you want, what country or region you need to search for, and what type of information: information on the whole report, or specific information according to the subject of the articles of the Cartagena Protocol.

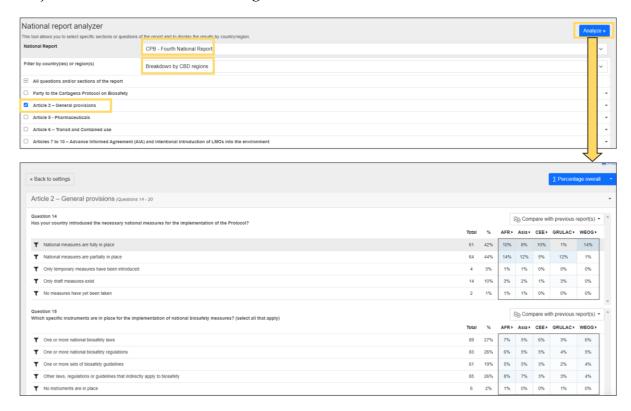


Figure 41. National Report Analyzer Example

In the example in Figure 41, the Fourth National Report, the CBD regions, and the information on Article 2 were chosen. When you click on "Analyze", the information corresponding to the criteria chosen for your search is displayed.

### 3.4. Submit

Through this section, you will be able to publish information in the BCH according to your role: Competent National Authority, National Focal Point, National Authorized User, Organization, etc.

To be able to publish, remember that you need to have a registered CBD account.

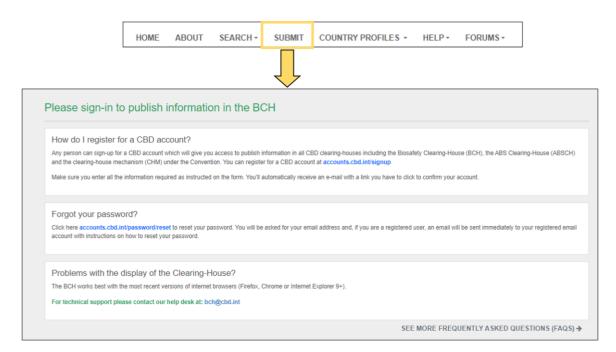


Figure 42. Submit

In the introductory page of this section there is relevant information that will tell you how to create an account, how to recover your password if you forgot it, the most suitable browsers to navigate in the BCH, and a contact in case you have problems that you cannot solve.

When you click on **SUBMIT** the following box will be displayed:

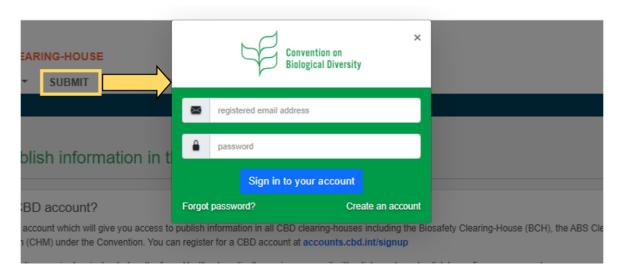


Figure 43. Sign-in to your account.

If you already have a CBD account, enter your email and password to access the Submit menu. If not, click on **Create an account** so you can be registered and you can publish in the BCH.

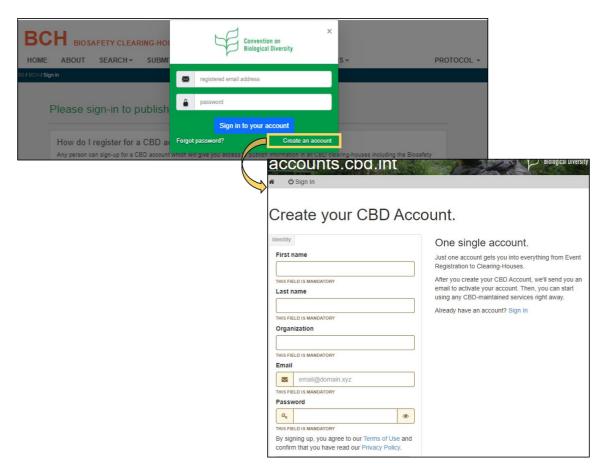


Figure 44. Create a CBD Account

It is important to mention that there are two types of records that can be published in the BCH: National Records and Reference Records. National records can only be published by BCH National Focal Points. Reference records can be submitted by any BCH registered user but must be validated by the SCBD before they can become public.

Consult the specific Manual on how to publish in the BCH for details on how to submit information to the BCH.

# 3.5. Country Profiles

This section provides information about Parties to the Cartagena Protocol, where you will find data about the National Records (National Focal Points, Competent National Authority, Regulations, Decisions, etc.) that each Party has submitted to the BCH. You will also find information submitted by Non-Parties.

Selecting this section displays the world map where you can display each country's information by clicking over the country of your interest.



Figure 45. Map showing Parties to the Cartagena Protocol in dark green

Further down in this page you will find an overview of the records that each country has submitted to the BCH. We invite you to the "**Take Country Profiles Tour**" (Figure 46), so you can be acquainted with the different sections of this page and define what kind of information you need, and which filters will help you find it.

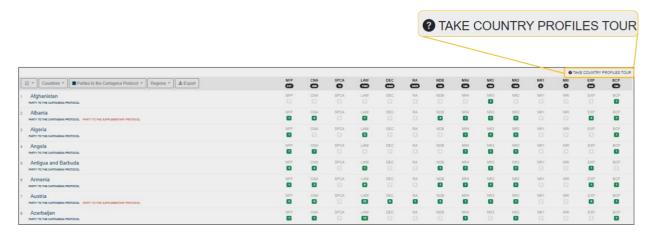


Figure 46. Country Profiles



Figure 47. Take the Country Profiles Tour - Example 1

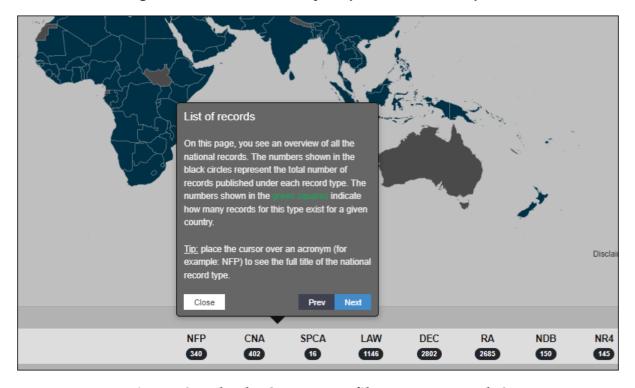


Figure 48. Take the Country Profiles Tour - Example 2

Also, when you put the cursor over **COUNTRY PROFILES** you will see a drop-down menu where you can see the list of countries, and in the Search box you can type the name of the country you are searching for.

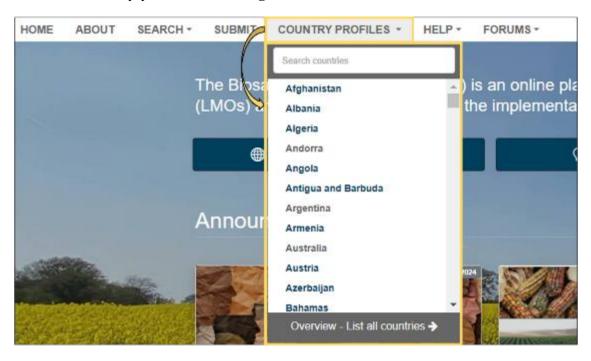


Figure 49. Country Profiles from Navigation Bar

In order to visualize the information contained in each country profile we have chosen Afghanistan as an example. If you choose this country, you will see that it has two national records (Third National Report on the Implementation of the Cartagena Protocol on Biosafety, and Country Profile for Biosafety Clearing-House). You can enter each of these records to find detailed information about them.

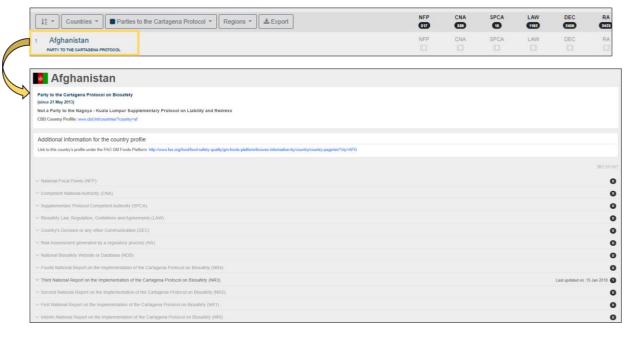


Figure 50. Example of Specific Country Profile - Afghanistan

## 3.6. Help

The BCH offers various Help tools to assist with website navigation and performing various tasks. The Help tools (materials) are accessible through the **HELP** menu, which provides access to the following sections: Knowledge Base, FAQs, Training Materials, Training Site, and Contact.



Figure 51. Help in the Navigation Bar

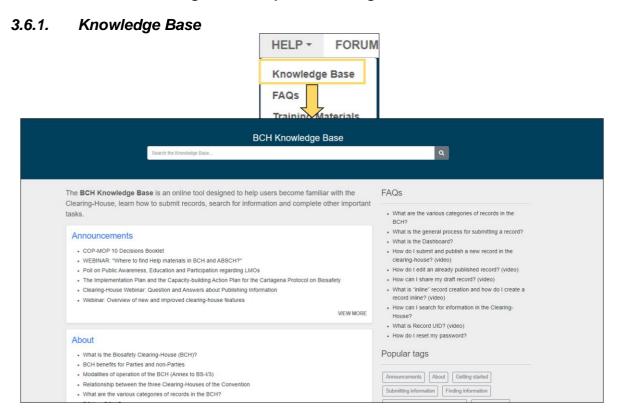


Figure 52. Knowledge Base from Help

Through this section you will access the **BCH Knowledge Base**, which is an online tool designed to help users become familiar with the Biosafety Clearing-House, learn how to submit records, search for information, and complete other important tasks. Section "About" above provides more details on the subject.

#### 3.6.2. FAQs

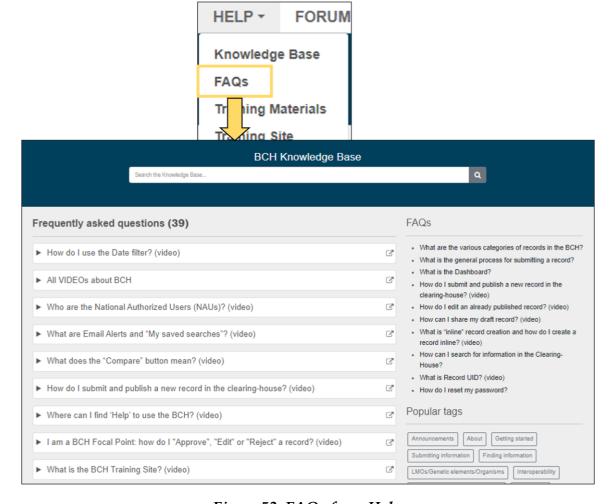


Figure 53. FAQs from Help

In this section you will find answers to Frequently Asked Questions. You will also see some videos to guide you to perform various tasks in the BCH, such as submitting records.

As an example, we have chosen the FAQ: "What are the various categories of records in the BCH?" If you choose this question, an answer is displayed which includes the different categories of records: national, reference, and SCBD.

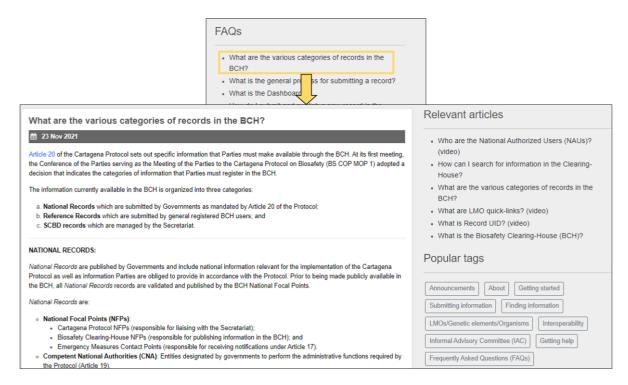


Figure 54. Example of a FAQ

It is noteworthy that through this section you have access to all the help **VIDEOs**, created in-house by the Secretariat, which describe different features and functionalities of the Biosafety Clearing-House (BCH).

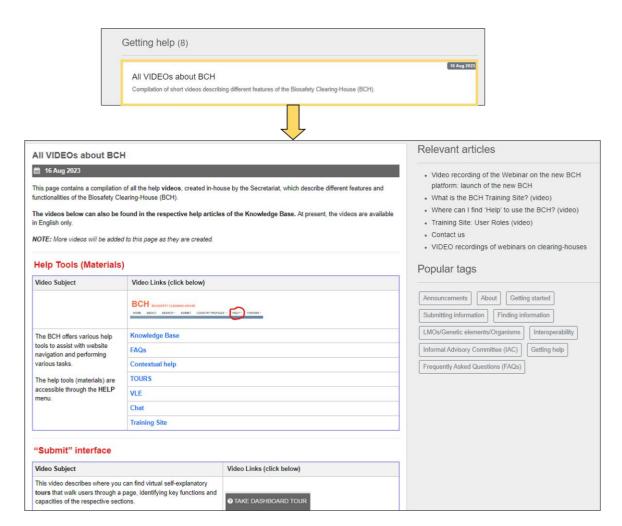


Figure 55. All Videos about BCH



Figure 56. The Virtual Learning Environment (VLE), <a href="https://bch3-vle.unep.org">https://bch3-vle.unep.org</a>

By choosing this section, you will enter the Virtual Learning Environment (VLE) page: <a href="https://bch3-vle.unep.org/">https://bch3-vle.unep.org/</a> where you will have access to the Biosafety Clearing House Education Materials, i.e., : a) New BCH Platform Training Videos, b) Public

Biosafety Clearing House Training Materials, and c) Public Biosafety Clearing House Webinars. Several of these educational materials can be found in the different languages of the United Nations: English, Spanish, French, and Russian.



Figure 57. Educational Materials found in the VLE https://bch3-vle.unep.org/

#### 3.6.4. Training Site

The **BCH 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 BCH. It can be accessed through the **Help** tab on the top navigation bar. In order to access the site, registered users must sign in with their e-mail and password.

Once signed in, users may practice submitting records, **for training purposes only**, as (i) a general registered user, (ii) a BCH National Focal Point (BCH-NFP), (iii) Cartagena Notional Focal Point (CPB-NFP), or (iv) a National Authorized User (NAU).

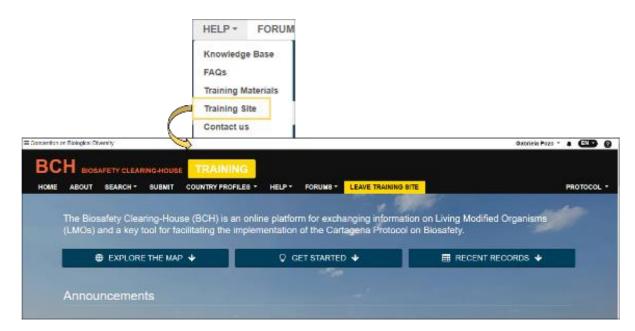


Figure 58. BCH Training Site

The **BCH Training Site Dashboard** is your personal workspace and is accessible through the **Submit** page.

The yellow labels on this page indicate that you are on the **Training Site**, and that the information you submit through this page is for training purposes only and will not be published on the actual BCH.

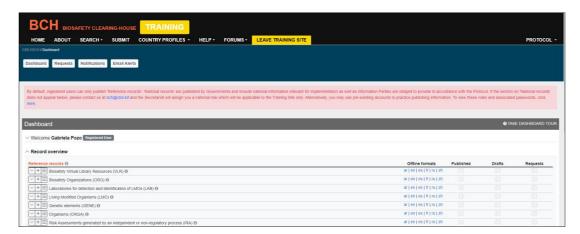


Figure 59. Training Site Example

Please review the specific Manual on this topic for details on how to practice on submitting information to the BCH using the Training Site.

#### 3.6.5. Contact us

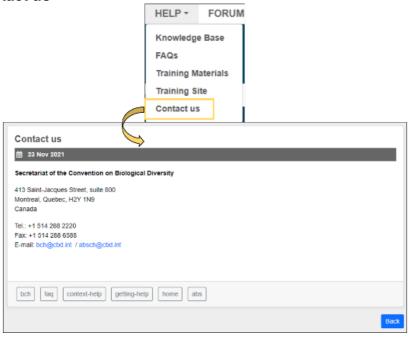


Figure 60. Contact us.

This section displays the contact information of the Secretariat of the Convention on Biological Diversity in case you need to get in touch with them.

#### 3.7. Forums

In this section you will find the different forums held on various relevant topics of the Cartagena Protocol.



Figure 61. Forums

#### 3.7.1. BCH on BCH Forum

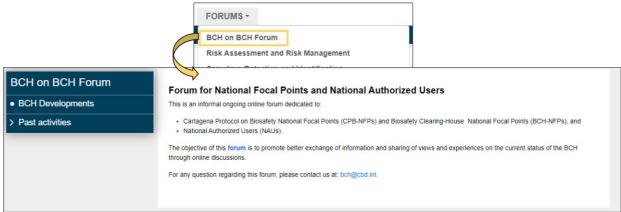


Figure 62. BCH on BCH Forum

This is an informal ongoing online forum dedicated to:

Cartagena Protocol on Biosafety National Focal Points (CPB-NFPs) and Biosafety Clearing-House National Focal Points (BCH-NFPs), and National Authorized Users (NAUs).

The objective of this forum is to promote better exchange of information and sharing of views and experiences on the current status of the BCH through online discussions.

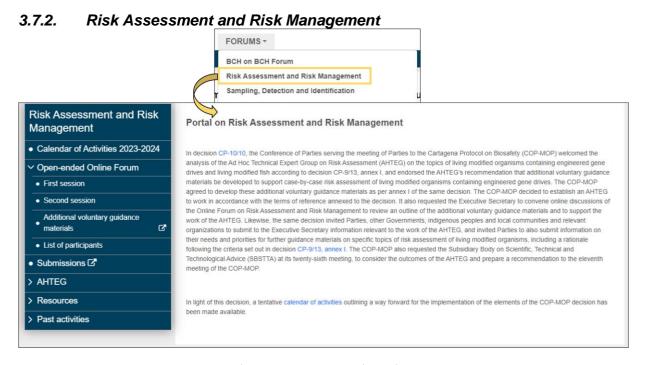


Figure 63. Risk Assessment and Risk Management

This forum is established to comply with the decision CP-10/10, where the Conference of the Parties serving as a Meeting Of the Parties to the Cartagena Protocol on Biosafety (COP-MOP) agreed to develop additional voluntary guidance materials to support case-by-case risk assessment of Living Modified Organisms (LMOs) containing engineered gene drives in accordance with Annex III of the Cartagena

Protocol. In this page you will find all the material and activities carried out within this topic.

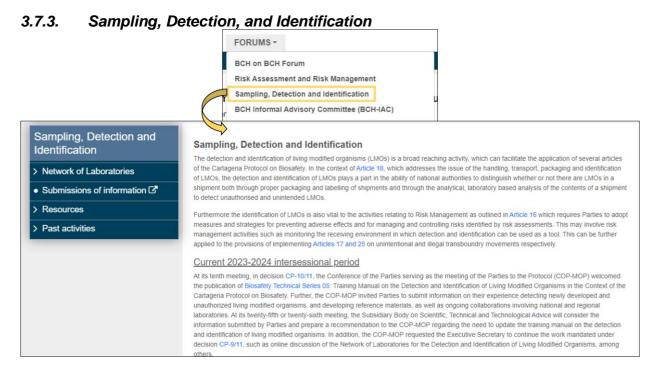


Figure 64. Sampling, Detection, and Identification

On this page you will find relevant information about the online discussions that have been held on LMO Sampling, Detection, and Identification. It is important to highlight the online discussions of the Network of Laboratories and the resources that can be found on this page such as the Biosafety Technical Series 05 (Figure 65) and the Training Manual on the Detection and Identification of Living Modified Organisms in the Context of the Cartagena Protocol on Biosafety (Figure 66).

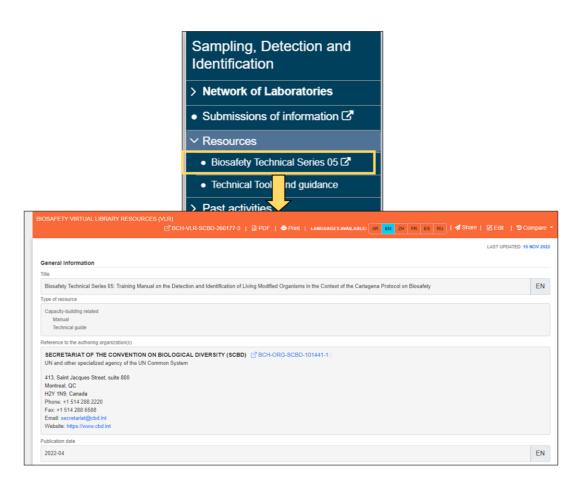


Figure 65. Biosafety Technical Series 05

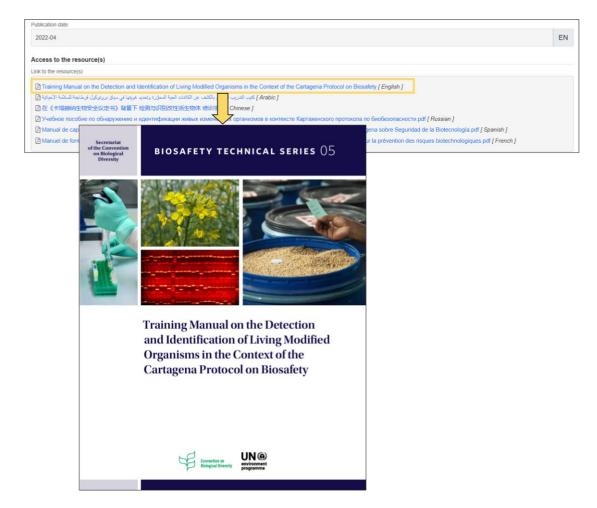


Figure 66. Training Manual on the Detection and Identification of Living Modified Organisms in the Context of the Cartagena Protocol on Biosafety



Figure 67. BCH Informal Advisory Committee (BCH-IAC)

This is a forum for the BCH Informal Advisory Committee (BCH-IAC), a discussion forum to maintain an open line of communication among the committee's members. The forum is accessible to BCH-IAC members only.

#### 3.7.5. Liaison Group on the Cartagena Protocol on Biosafety FORUMS -BCH on BCH Forum Risk Assessment and Risk Management Sampling, Detection and Identification BCH Informal Advisory Committee (BCH-IAC) Liaison Group on the Cartagena Protocol on Biosafety UNEP Regional Advisors Forum Liaison Group on the Introduction to the online discussions of the Liaison Group Cartagena Protocol on Biosafety Discussions will be held from 7 to 21 February 2024. Online discussion Participation is restricted to members of the Liaison Group on the Cartagena Protocol **Background** List of Liaison Group members Past involvement of the Liaison Group in the development of Target 17 In decision CP-9/7, the Conference of the Parties serving as the meeting of the Parties to the Cartagena Protocol on Biosafety expanded the mandate and scope of the Liaison Group and adopted new Terms of Reference for the Group, renaming it "Liaison Group on the Cartagena Protocol on Biosafety". The COP-MOP requested the Liaison Group to contribute to the development of the biosafety component in what was later adopted as the Further to decision CP-9/7, the Liaison Group, at its thirteenth meeting, held in 2019, developed draft text for a biosafety target, sub-targets and indicators. The text of the biosafety component was transmitted by the co-Chairs of the Liaison Group to the co-Chairs of the Open-ended Working Group on the Post-2020 Global Biodiversity Framework, to facilitate its inclusion in the zero draft of the global biodiversity framework (see

Figure 68. Liaison Group on the Cartagena Protocol on Biosafety

The work of the Liaison Group is still reflected in the list of complementary indicators adopted by the COP in decision 15/5, which largely follow the indicators suggested by the Liaison Group for the biosafety target and sub-targets it developed for inclusion in the zero draft of the KMGBF.

In this page you will find information about the online discussions that have been carried out by the Liaison Group on the Cartagena Protocol on Biosafety in accordance with the mandate established in the COP-MOP decisions. Participation in this forum is restricted to members of this group.

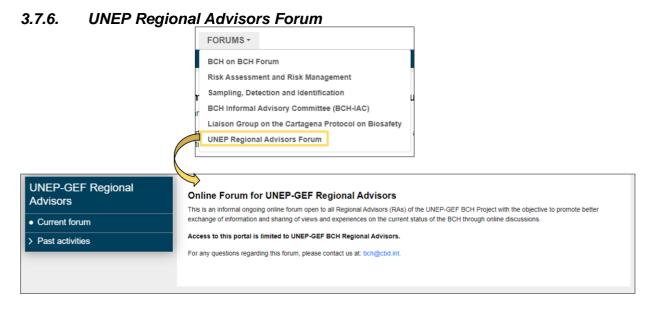


Figure 69. UNEP Regional Advisors Forum

This is an informal ongoing online forum open to all Regional Advisors (RAs) of the UNEP-GEF BCH Project, with the objective of promoting better exchange of information and sharing of views and experiences on the current status of the BCH through online discussions. Access to this portal is limited to UNEP-GEF BCH Regional Advisors.

#### 3.8. Protocol

When you place the cursor over **PROTOCOL**, a drop-down menu appears where you can find the access to the Cartagena Protocol and its Supplementary Protocol.

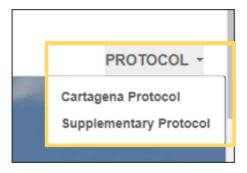


Figure 70. Links to the Cartagena Protocol and Supplementary Protocol of the CBD from the Navigation Bar

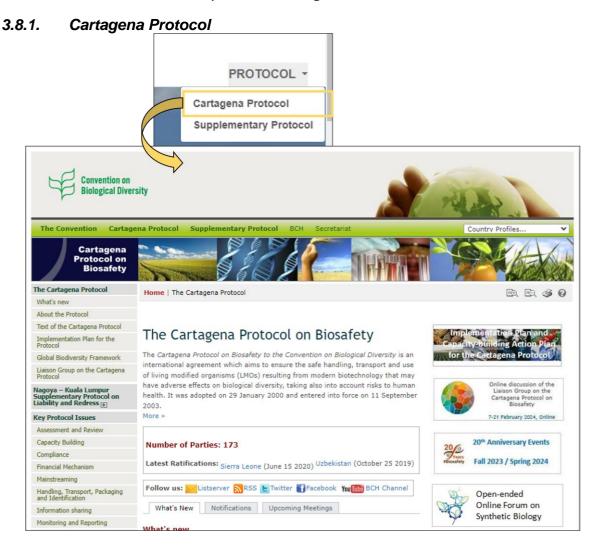


Figure 71. The Cartagena Protocol on Biosafety

Clicking on Cartagena Protocol takes you to the Cartagena Protocol page on the Convention on Biological Diversity website. The Cartagena Protocol on Biosafety to

the Convention on Biological Diversity is an international agreement which aims to ensure the safe handling, transportation, and use of living modified organisms (LMOs) resulting from modern biotechnology that may have adverse effects on biological diversity, taking also into account risks to human health. It was adopted on 29 January 2000 and entered into force on 11 September 2003.



Figure 72. The Cartagena Protocol on Biosafety Homepage

On the Protocol page (Figure 72) you will find:

- 7. A **navigation bar** with the following sections: The Convention, the Cartagena Protocol, the Supplementary Protocol, the BCH, and the Secretariat. If you enter any of these sections, you will find specific information about each.
  - On the far right of this bar you will find the **Country Profiles**, which contains a drop-down menu where you can select the country you are interested in finding information about.
- 8. In the menu of the left bar you will find specific information about the Cartagena Protocol:
- a) The **Cartagena Protocol**, where you will find information on various topics of this international agreement including the text of the Protocol (all articles and in the different official languages of the United Nations).
- b) Nagoya Kuala Lumpur Protocol on Liability and Redress Supplementary to the Cartagena Protocol on Biosafety: by clicking on this section, you will have access to all the information about this supplementary protocol.
- c) **Key Protocol Issues**: in this section you will find a list of key issues of the Cartagena Protocol, such as Capacity Building, Compliance, Public Awareness and Participation, Risk Assessment, Roster of Experts, and Socio-economic Considerations, among others. If you click on any of these topics, you will find detailed information about the work and activities that have been carried out within each of the thematic areas.
- d) **Parties**: In this section you will find the list of Parties to the Cartagena Protocol, their National Contacts and National Reports, and all relevant information on the status of their contributions to the implementation of the Protocol.
- e) **COP-MOP** (**Governing Body**): this section gives you access to all information about COP-MOP Bureau and COP-MOP Meetings and Decisions.
- f) Activities and Documentation: In this section you will find the calendar of upcoming Cartagena Protocol meetings, SCBD notifications, and the Executive Secretary's reports.
- g) **Resources**: Through this section, among others, you will be able to access the BCH, the FAQs, and the VLR (Biosafety Virtual Library Resources).
- h) **Publications**: In this section you will find, among others, the booklets of the Protocols and Decisions, Fact Sheets and Banners, the Biosafety Protocol Newsletter, and the Biosafety Technical Series.
- 9. The Home Page of the **Cartagena Protocol on Biosafety** (Figure 72) displays information on how this Protocol was established, and related issues. Clicking on "more..." will take you to the "About the Protocol" page (Figure 73), where you can find its History, The Intergovernmental Committee for the Cartagena Protocol on Biosafety (ICCP) Process, the Entry into Force of the Protocol and its Timeline until its entry into force.

10. The actual number of **Parties** to the Cartagena Protocol is displayed, along with the latest countries which have ratified the Protocol.

You will also find links to the different social networks, such as Facebook, YouTube, and others, which you can follow to stay informed about news and activities of the Cartagena Protocol.

- 11. In this section you will find three tabs:
  - **11.1. What's new:** here you will have access to news on different topics and activities of the Cartagena Protocol. The news is displayed starting with the most recent one;
  - **11.2. Notifications** sent by the SCBD on different topics and activities of the Protocol, likewise these are displayed from the most recent one;
  - **11.3.** and **Upcoming Meetings**, where you will find information on the next meetings to be held under this agreement.
- 12. This space includes **Press Releases** and **Executive Secretary's Statements** that are made within the context of the Cartagena Protocol.
- 13. The right-hand menu contains a series of **boxes** through which you can access different aspects of the Cartagena Protocol, such as documents or forums. An example of which is the Implementation Plan and the Capacity Building Action Plan for the Cartagena Protocol (Figure 74), or information on online discussion forums, such as the Open Online Forum on Synthetic Biology (Figure 75).

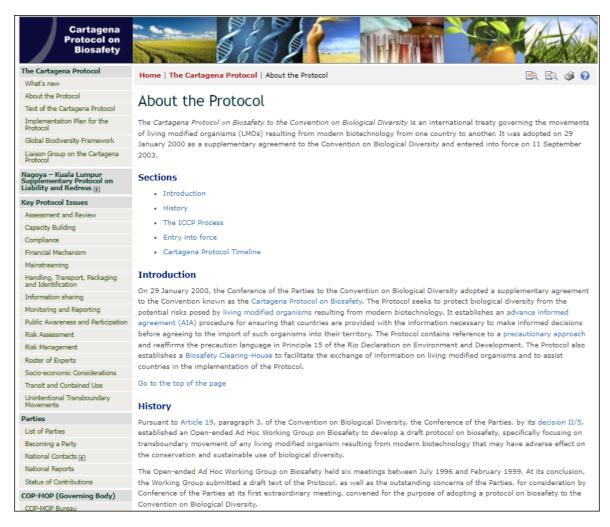


Figure 73. About the Protocol

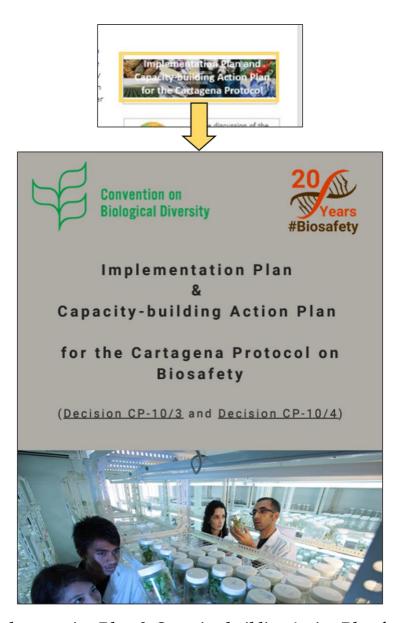


Figure 74. Implementation Plan & Capacity-building Action Plan for the Protocol

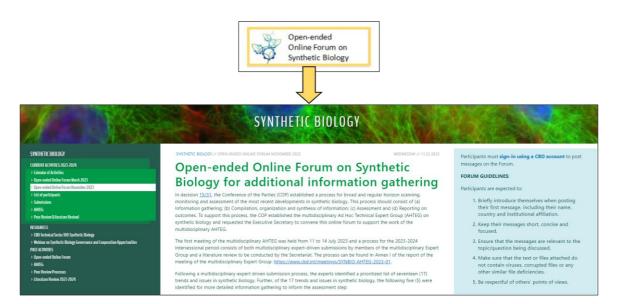


Figure 75. Open-ended Online Forum on Synthetic Biology

#### 3.8.2. Supplementary Protocol

Clicking on **Supplementary Protocol** takes you to the Nagoya - Kuala Lumpur Supplementary Protocol on Liability and Redress page on the Convention on Biological Diversity website (Figure 76). The **Nagoya - Kuala Lumpur Supplementary Protocol on Liability and Redress to the Cartagena Protocol on Biosafety** was adopted as a supplementary agreement to the Cartagena Protocol on Biosafety, and it aims to contribute to the conservation and sustainable use of biodiversity by providing international rules and procedures in the field of liability and redress relating to living modified organisms.



Figure 76. Supplementary Protocol

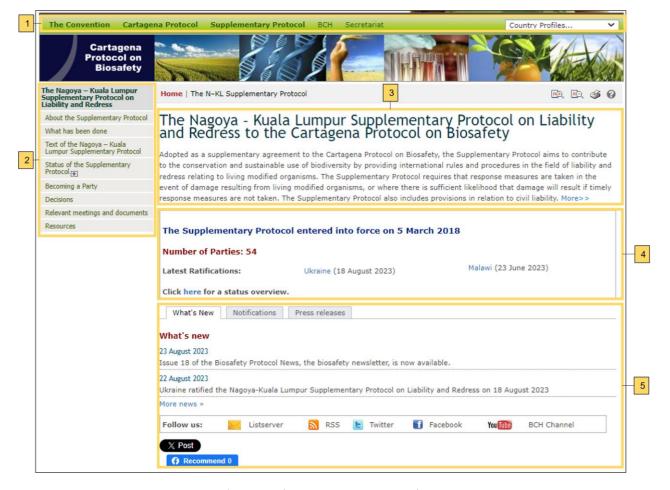


Figure 77. The Supplementary Protocol Homepage

On the Supplementary Protocol page, you will find:

- 14. A **navigation bar** with the following sections: The Convention, the Cartagena Protocol, the Supplementary Protocol, the BCH, and the Secretariat; If you enter any of these sections, you will find specific information about each.
  - On the far right of the navigation bar you will find the Country Profiles, which displays a drop-down menu where you can select the country you are interested in finding information about.
- 15. In the menu on the left hand-side you will find specific information about the **Nagoya Kuala Lumpur Supplementary Protocol on Liability and Redress**, such as the text of the Protocol (all articles and in the different official languages of the United Nations), its Status, Becoming a Party, its Decisions, Relevant meetings and documents and resources.
- 16. In the home page of the Nagoya Kuala Lumpur Supplementary Protocol on Liability and Redress to the Cartagena Protocol on Biosafety, you will find information regarding how this Supplementary Protocol was established and related issues. Clicking on "more..." will take you to the "About the Nagoya Kuala Lumpur Supplementary Protocol on Liability and Redress" page,

- which includes information on what this Supplementary Protocol is about. You will also find three tabs with information related to: Entry into Force, Core Obligations, and Negotiation History (Figure 78)
- 17. Here you can find the date of entry into force of the Supplementary Protocol and the number of **Parties** so far, highlighting the last countries that have ratified this agreement.
- 18. In this section you will find three tabs:
  - **18.1. What's new:** access to news on different topics and activities of the Supplementary Protocol and the Cartagena Protocol. The news is displayed starting from the most recent one;
  - **18.2. Notifications** sent by the SCBD on different topics and activities of the Supplementary Protocol and the Cartagena Protocol. Likewise, these are displayed from the most recent one;
  - **18.3.** and **Press releases** that are made within the context of the Supplementary Protocol. In the lower part of this section, you will also find the links to different social networks, such as Facebook, YouTube, and others, which you can follow to stay informed about news and activities of this Supplementary Protocol and the Cartagena Protocol.



Figure 78. About the Supplementary Protocol

# 4. Explore the Map

On the BCH Home Page you will find the **Explore the Map** shortcut box (Figure 79). If you click on this box, it will take you to the world map where you can access the country profiles of the Parties and Non-Parties to the Cartagena Protocol as described above in this manual. The country profiles contain the National Records submitted by each country to the BCH.

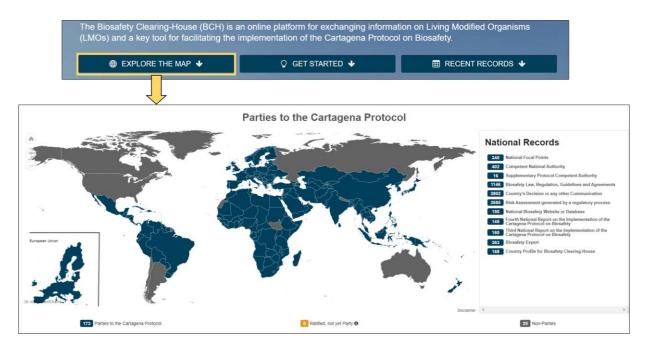


Figure 79. Explore the Map

## 5. Get Started

On the BCH Home Page you will find the **GET STARTED** shortcut box. Clicking on this section will display three boxes (Figure 80): **LEARN** (where you will find information about the BCH Knowledge Base, the Cartagena Protocol, and FAQs), **SEARCH** (where you will find information on how to search for information on the BCH), and **SUBMIT** (where you will find information on how to submit information on the BCH). Through Get Started you will access links on the topics mentioned above, and which have been described elsewhere in this Manual.

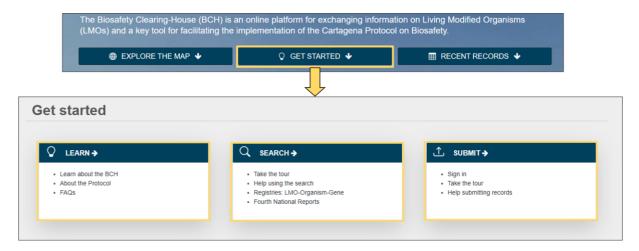


Figure 80. Get Started

## 6. Recent Records

On the BCH Home Page you will find the **RECENT RECORDS** shortcut box. Clicking on this section will display the National and Reference records that have been recently published on the BCH (Figure 81).

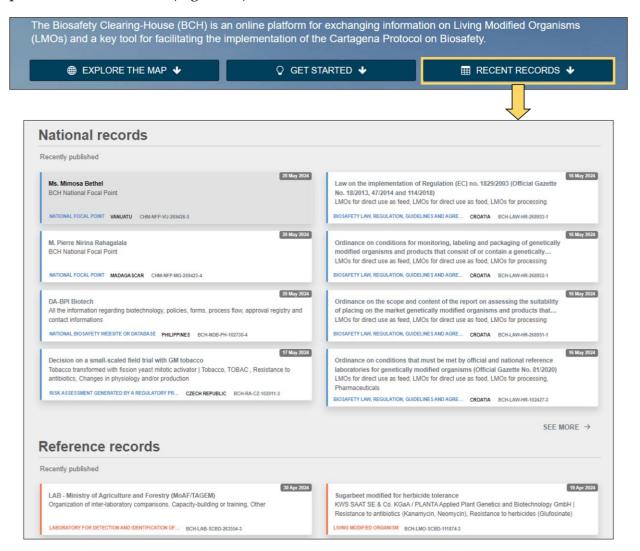


Figure 81. Recent National and Reference Records

At the end of either the National or Reference records sections is the **SEE MORE** arrow. Click on it to display the page of all the records that can be found on the BCH (Figure 82): National records (blue), Reference records (red), and SCBD records (black).

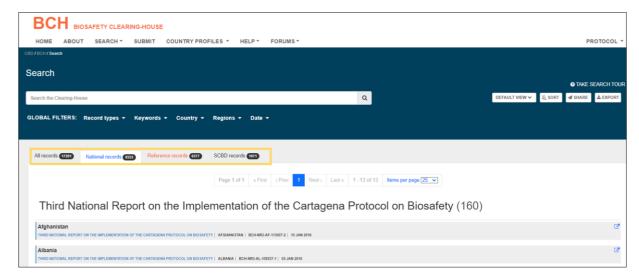


Figure 82. Types of Records

As additional information for users of this Manual, we describe below what National, Reference, and SCBD records are, and what types of records fall into each of these categories.

Type of Record		Description	
NATIONAL RECORDS		National Records are published by Governments and include national information relevant for the implementation of the Cartagena Protocol as well as information Parties are obliged to provide in accordance with the Protocol. Prior to being made publicly available in the BCH, all National Records are validated and published by the BCH National Focal Points.	
National Focal Points (NFPs)	Cartagena Protocol NFPs	Points of contact responsible for liaising with the Secretariat regarding the Cartagena Protocol.	
	Biosafety Clearing-House NFPs	Points of contact responsible for publishing information related to biosafety in the Biosafety Clearing-House.	
	Emergency Measures Contact Points	Points of contact responsible for receiving notifications under Article 17 of the Cartagena Protocol.	
Competent National Authorities (CNA)		Entities designated by governments to perform administrative functions required by the Protocol, such as granting approvals for the import and export of genetically modified organisms.	
Supplementary Protocol Competent Authorities		Entities designated to handle liability and redress issues related to the transboundary movement of living modified organisms as outlined in the Nagoya - Kuala Lumpur Supplementary Protocol.	
Biosafety Laws, Regulations, Guidelines, Agreements		Legal, administrative, and other measures implemented by countries to adhere to the Cartagena Protocol and any relevant agreements regarding the movement of living modified organisms.	

Type of Record	Description	
Decisions or Communications (DEC)	National decisions, notifications, declarations, or communications made by countries in accordance with the Cartagena Protocol.	
Risk Assessments (RA)	Summaries of risk assessments or environmental reviews of living modified organisms conducted by regulatory processes outlined in Article 15 of the Cartagena Protocol.	
National Biosafety Websites or Databases (NDB)	National resources such as websites and databases providing information related to biosafety.	
National Reports (NR1, NR2, NR3, NR4, NRI)	Reports submitted by countries detailing their implementation of the Cartagena Protocol.	
Biosafety Experts (EXP)	Roster of experts in biosafety-related fields.	
Country Profiles (BCP)	Additional information about a country's biosafety activities and measures as part of their profile in the Biosafety Clearing-House.	
REFERENCE RECORDS	Reference Records include a number of BCH relevant resources and information and can be submitted by any registered user of the BCH (Parties, Non-Parties, governments, civil society, and relevant stakeholders). However, it is the responsibility of the Secretariat to verify the accuracy and completeness of these records prior to their publication in the BCH. Therefore, Reference Records can be published by the Secretariat only.	
Contacts (CON)	Contact details of individuals or organizations relevant to biosafety.	
Biosafety Virtual Library Resources (VLR)	Catalogue of publications and resources related to biosafety available in electronic format.	
Biosafety Organizations (ORG)	Information about organizations actively involved in biosafety-related activities.	

Type of Record	Description	
Laboratories for LMOs (LAB)	Laboratories specialized in the detection and identification of living modified organisms.	
Living Modified Organisms (LMO)	Information on living modified organisms, including their genetic makeup, traits, and identification methods.	
Genetic Elements (GENE)	Details about introduced genetic elements in living modified organisms, including their origin, function, and traits.	
Organisms (ORGA)	Information on parental, recipient, and donor organisms related to living modified organisms and genetic elements.	
Independent Risk Assessments (IRA)	Summaries of risk assessments or environmental reviews conducted independently of regulatory processes.	
Submissions (SUB)	Submissions made by countries or organizations in response to notifications issued by the Secretariat.	
Capacity Development Initiatives (CDI)	Information about initiatives aimed at enhancing capacity in biosafety at various levels.	
BCH News (BCHN)	News updates related to the Biosafety Clearing-House.	
SCBD RECORDS	SCBD Records consist of information published by the CBD Secretariat relevant to the implementation of the Protocol.	
News	Information regarding upcoming CBD meetings and other relevant news from the CBD Secretariat.	
Notifications	Official notifications issued by the CBD Secretariat.	

Type of Record	Description	
What's New	Updates issued by the CBD Secretariat.	
Meetings	Meetings organized by the CBD Secretariat.	
Statements	Official statements made by the CBD Secretariat.	
Press Releases	Official press releases issued by the CBD Secretariat.	
Meeting Documents	Documents produced for CBD Secretariat meetings.	

<sup>\*</sup>Information taken from:  $\underline{\text{https://bch.cbd.int/en/kb/tags/faq/What-are-the-various-categories-of-records-in-the-BCH-/619c553f4f1f30000140eeba}$ 

### 7. Announcements

Through the **Announcements** section of the BCH Home Page (Figure 83), you will have access to the announcements made in the context of the Cartagena Protocol. The date of each announcement is displayed on the top right of each. If you click on **SEE MORE**, all the announcements issued will be displayed starting with the most recent one.

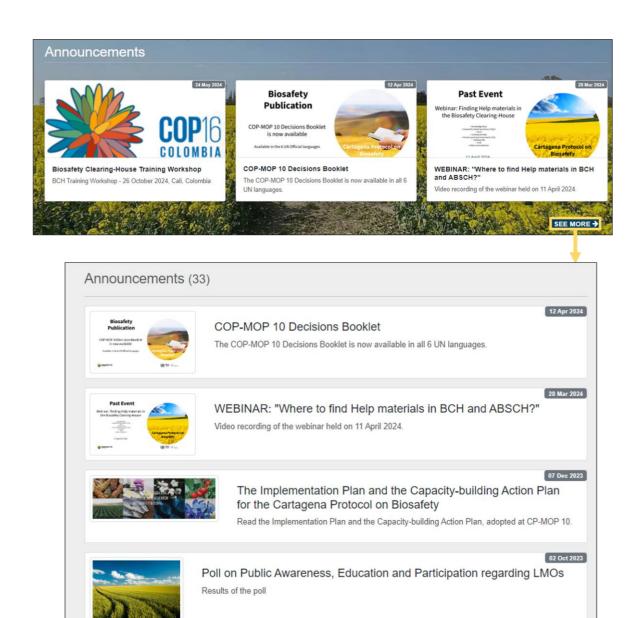


Figure 83. Announcements

As an example, we have taken the announcement issued on 24<sup>th</sup> May 2024 (Figure 84): *COP 16 Colombia: Biosafety Clearing-House Training Workshop*. When you click on this announcement, the relevant information about this notice will be displayed.



Figure 84. Example of an announcement

# 8. Quick Links - BCH Biosafety Clearing-House

At the bottom of every page of the BCH website you will find the **Quick links** of the BCH, where you will find direct links to the most relevant sections of this website, such as: About the Cartagena Protocol, Search Records, Submit Records, Country Profiles, BCH Announcements, FAQs, and Training Site. You will also find the email address of the BCH contact.

Quick links		Need help?
About the BCH About the Cartagena Protocol Supplementary Protocol	Registries: LMO-Organism-Gene Country Profiles National Report Analyzer	Knowledge Base FAQs Training Materials Training Site
Sign in Search records Submit records	Forums BCH Announcements	Contact us at: bch@cbd.int
BCH BIOSAFETY CLEARING-HOUSE	Subscribe to e-mail notifications	Subscribe to our newsletter

Figure 85. Quick Links - BCH Biosafety Clearing-House

# 9. Quick Links - The Convention on Biological Diversity

At the bottom of each page of the BCH website you will find the **Quick links** to the Convention on Biological Diversity. Some of the most relevant links are: Access and Benefit-Sharing Clearing-House, Clearing-House Mechanism, Action Plans, National Focal Points, National Reports, Climate Change, Poverty Reduction, Water, Indigenous Peoples and Local Communities, and others. You will also find the link: *Contact us* in case you need to get in touch with the Secretariat of the Convention on Biological Diversity.



Figure 86. Quick Links - The Convention on Biological Diversity

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