



BCH  
training



## Surfing the BCH Central Portal

March 2010

Revision 3.3

## **Reproduction**

The content of this publication may be reproduced in whole or in part and in any form for educational or non-profit purposes without special permission from the copyright holder, provided acknowledgment of the source is made. UNEP would appreciate receiving a copy of any publication that uses this publication as a source. No use of this publication may be made for resale or any other commercial purpose whatsoever without prior permission in writing from UNEP. The use of information from this website concerning proprietary products for publicity or advertising is not permitted.

## **Disclaimers**

The content and views expressed on this website do not necessarily reflect the views or policies of the contributory organizations or the United Nations Environment Programme (UNEP) and neither do they imply any endorsement. The designations employed and the presentation of material on this website do not imply the expression of any opinion whatsoever on the part of UNEP concerning the legal status of any country, territory or city or its authorities, or concerning the delimitation of its frontiers and boundaries. Mention of a commercial company or product in this publication does not imply the endorsement of UNEP.

# Module Outline

1. Introduction to the module	3
2. Home Page	4-5
2.1. The Management Centre	5-6
2.2. Latest News	6-7
2.3. Latest Additions	7-9
3. The Navigation Bar	10-11
3.1. Country Profiles	11
3.2. The BCH	11-13
3.2.1. Modalities of operation	13
3.2.2. Multi-year Program of Work	13-14
3.2.3. Decisions on the BCH	14-15
3.2.4. Reports and reviews	15
3.2.5. Development of the BCH	15-16
3.2.6. The BCH Informal Advisory Committee (BCH-IAC)	16
3.2.6.1. IAC Mandate & Meetings	16-17
3.2.6.2. IAC Forum Participants	17-18
3.2.7. Highlights	18
3.2.7.1. BCH News	18-19
3.2.7.2. BCH Latest Additions	19-20
3.2.7.3. Notifications	20
3.2.7.4. Meetings and Documents	20
3.2.8. Policies	20-21
3.2.8.1. Linking External Websites Policy	21-22
3.2.8.2. Privacy Policy	22
3.2.8.3. Disclaimer	22-23
3.2.8.4. Copyright	23-24
3.3. The Protocol	24-25
3.3.1. Text of the Protocol	25-26
3.3.2. Parties to the Protocol	26-27
3.3.3. COP-MOP Decisions	27-28

3.3.4. Reporting	28-29
3.3.4.1. National Reports	29-32
3.3.4.2. Reports on Activities of the Secretariat	32
3.3.4.3. Roster of Experts Annual Reports	32-33
3.3.5. Cartagena Protocol Meetings and Documents	33-34
3.3.6. Cartagena Protocol Notifications	34
3.4. How to Find Information	34-35
3.5. How to Register Information	35-37
3.6. Resources	37-38
3.6.1. Common Formats	38-40
3.6.2. Solutions for National Participation (Hermes and the BCH Ajax Plug-In)	40
3.6.3. Training Site of the BCH	40-41
3.6.4. Glossary	41-42
3.6.5. Thesaurus	42-45
3.6.5.1. Thesaurus Domains	45-46
3.6.6. Site Map	46-47
3.6.7. Downloadable files	47-48
3.6.8. Online Forums and Portals	48-49
3.6.9. Interoperability Services	49-50
3.6.10. Mailing List	50-51
3.7. Help	51-53
3.7.1. BCH Tutorials	53
3.7.2. FAQ	53-54

# 1 Introduction to the module

## **What the user will learn in this module:**

- 1. To navigate the BCH's Central Portal.**
- 2. To understand the main functionalities of the Central Portal.**
- 3. To know what information the user can find in the Central Portal.**
- 4. To search the databases available on the Central Portal.**

### **Context:**

The UNEP-GEF Project for Capacity Building for Effective Participation in the Biosafety Clearing-House (BCH), 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 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 modules, each addressing one element of the BCH.

### **Audience:**

This module is designed to provide guidance to users of the BCH Central Portal. It is developed for a non-technical audience with little or no knowledge of the Protocol and the BCH, but with a need to understand the requirements of the BCH Central Portal.

### **Purpose:**

This module describes the main functions and information that can be found on the BCH Central Portal. Users will learn how to navigate the BCH Central Portal, including:

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

Note that while users are connected to the BCH Central Portal (<http://bch.cbd.int/>) they can read the sections of this module and surf its various components.

© UNEP SCBD 2010 all rights reserved

## 2 Home Page

URL: <http://bch.cbd.int/>

The **Home** page of the BCH Central Portal is a **Welcome** page that provides a gateway to each element of the BCH and all data stored in the Central Portal as well as in the international, regional and national nodes linked to the BCH.

This **Welcome to the BCH Central Portal** page of the BCH Central Portal has a welcome area that briefly introduces the BCH, provides a quick link to the Management Centre and provides information about highlights, such as the latest news about the BCH Central Portal and the most recent additions to the databases.

The components of the **Welcome to the BCH Central Portal** page are:

1. Links to the BCH in all six United Nations (UN) official **languages** are provided in the top left corner of the Home page.
2. A **Sign In** link for registered users (to access the management centre) and a link to **Sign up for an Account** (for new users to request a BCH account) are positioned in the top right corner.
3. Below these links you will find the title of the Biosafety Clearing-House and a link in the centre to the website of the **Convention on Biological Diversity**.
4. A navigation bar runs across the Home page below the title. It provides links to the main components of the Central Portal.
5. Below the navigation bar, there is a **welcome area** containing Latest News and Latest Additions;
6. To the right of the welcome area there are **shortcuts** to popular or recently added sections.
7. Below the welcome area there are links for users to **contact** the CBD Secretariat, access the site map, review the linkages and privacy policies and review the copyright statement. Below these links is the date of the last update of the Home page and a link to enable users to rate this page.

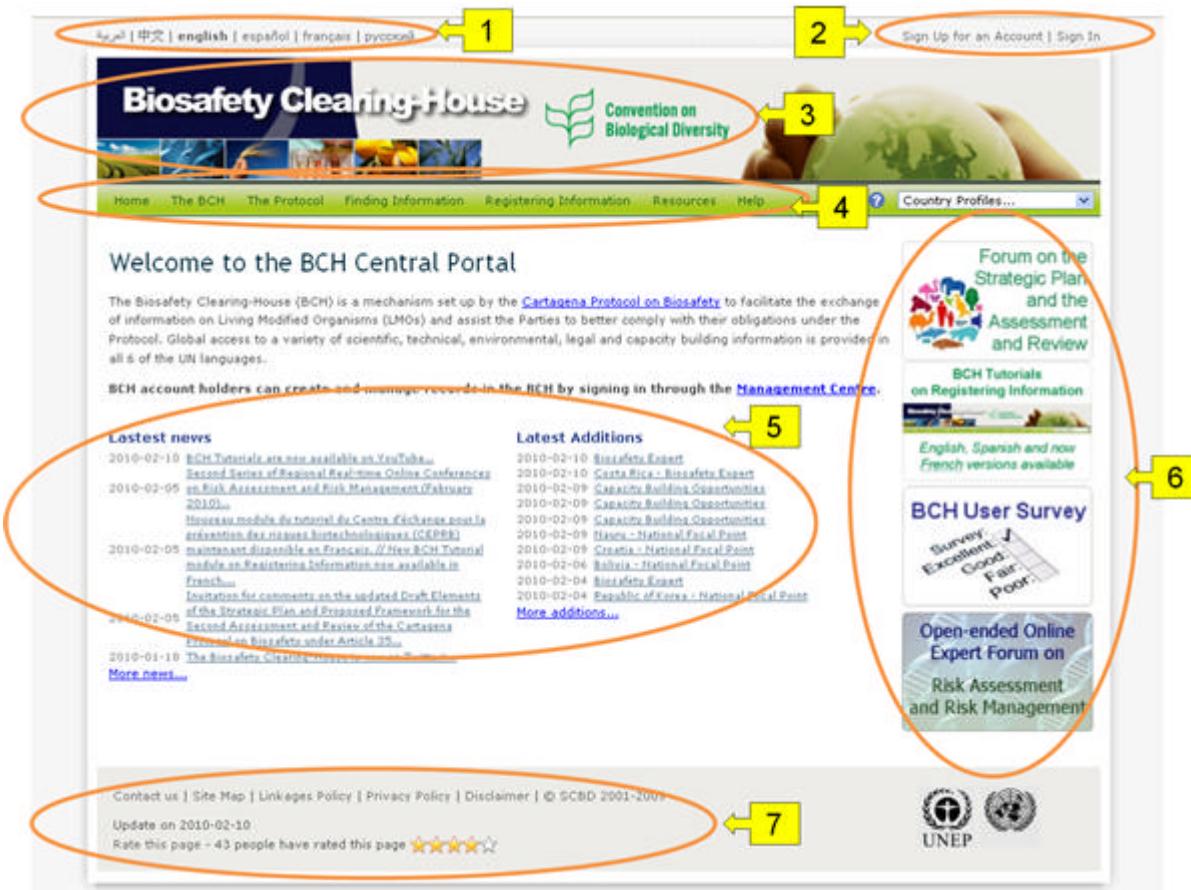


Figure 1

## 2.1 The Management Centre

Immediately below the BCH introductory paragraph there is a link to the **Management Centre**, an entry page for BCH account-holders to create and manage their records registered in the BCH.

Module M006 ('Registering Information in the BCH Central Portal' in the on-line documentation) provides detailed guidance on how to register information in the BCH.

## Surfing the BCH Central Portal

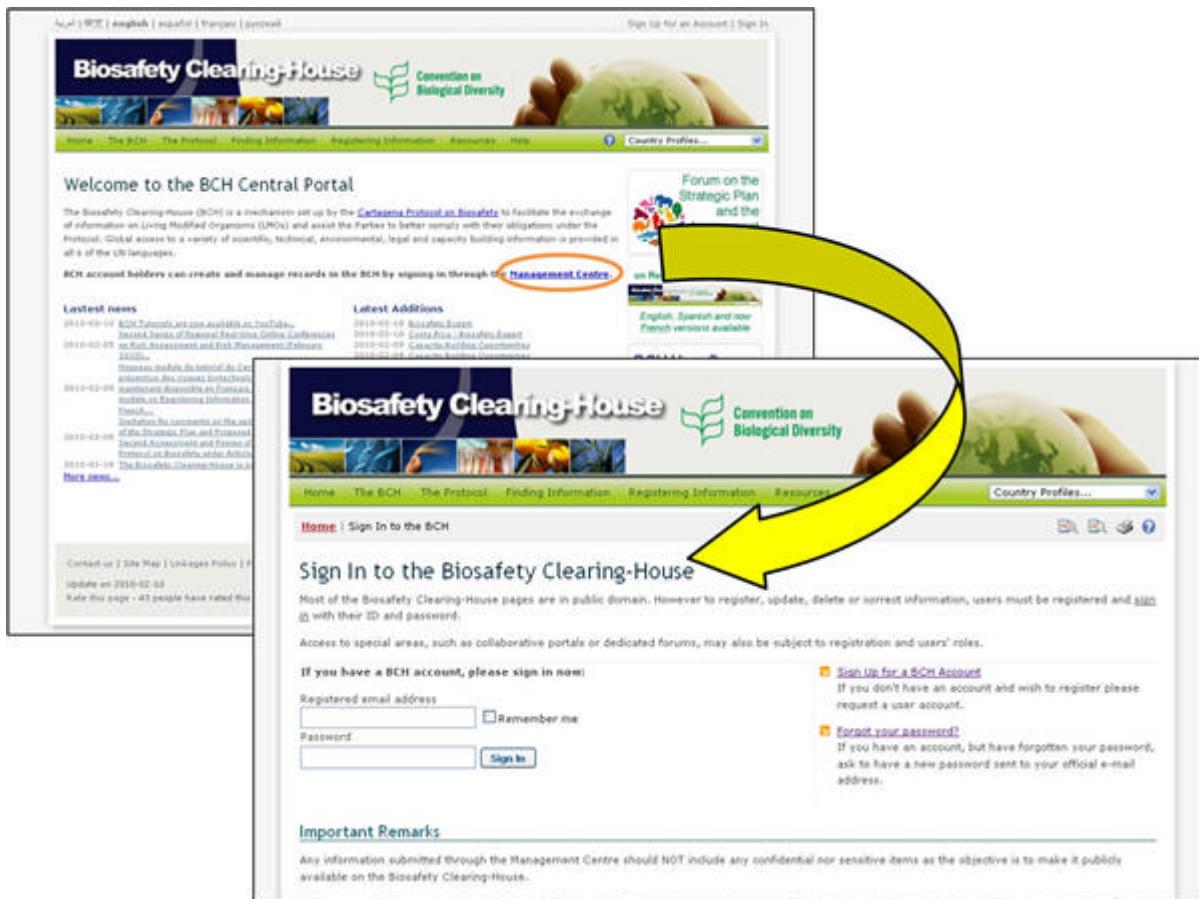


Figure 2

## 2.2 Latest News

The *news* links posted in this area provide details of new processes and facilities in the Central Portal. A complete list of BCH news is available at <https://bch.cbd.int/news/news.shtml> and can be reached by following the link to **More news**.

The screenshot shows the main page of the Biosafety Clearing-House (BCH) Central Portal. At the top, there is a green navigation bar with links to "Home", "The BCH", "The Protocol", "Finding Information", and "Help". Below the bar, a large blue header reads "Welcome to the BCH Central". Underneath the header, a text box states: "The Biosafety Clearing-House (BCH) is a mechanism for the exchange of information on Living Modified Organisms under the Protocol. Global access to a variety of scientific information is provided in all 6 of the UN languages." A section titled "BCH account holders can create and manage records in the Record Centre." is present. On the left, there is a sidebar with a blue rounded rectangle containing the heading "Latest news" and a list of three news items with dates and titles. Below this is a link to "More news...".

Figure 3

The screenshot shows the "Biosafety Clearing-House News" page. The left sidebar contains a navigation menu with sections like "The Biosafety Clearing-House", "The BCH Informal Advisory Committee (BCH-IAC)", "Highlights", and "Policies". The main content area has a header "Biosafety Clearing-House News" and a "Subscribe/Follow BCH News" button. It features two news items: one about "BCH Tutorials are now available on YouTube" and another about the "Second Series of Regional Real-time Online Conferences on Risk Assessment and Risk Management (February 2010)". Both news items include brief descriptions and links to more details.

Figure 4

## 2.3 Latest Additions

The most recent additions to the BCH databases are displayed on this list. The list is updated every six hours and the seven most recent entries are shown in the Home page. A complete list of BCH additions is available at <https://bch.cbd.int/about/latestadditions.shtml> and can be reached by following the link to

**More additions.**

The screenshot shows a portion of the BCH Central Portal interface. At the top, there is a green navigation bar with three items: "Registering Information", "Resources", and "Help". Below this, the main content area begins with the word "tal". A paragraph of text follows, mentioning the Cartagena Protocol on Biosafety and its purpose to facilitate information exchange and assist Parties in complying with their obligations. Below this text, there is a heading "n the BCH by signing in through the [Management](#)". Underneath this heading, there is a section titled "Latest Additions" enclosed in an oval. This section lists several recent additions, each with a date and a link: "2008-1-26 Belarus - National Focal Point...", "2008-1-26 Cape Verde - National Focal Point...", "2008-1-25 Armenia - National Biosafety Website or Database...", "2008-1-25 Scientific Bibliographic Database...", "2008-1-25 Scientific Bibliographic Database...", "2008-1-25 Scientific Bibliographic Database...". At the bottom of this list is another oval containing the link "More additions...".

Figure 5

In many instances the **Search results** pages are longer than a standard computer screen and the user needs to scroll down the page to view all the items and links to additional search result pages if there are any.

## Latest Additions

Below you can find the newly added and updated records.

**Newly added records** - updated each 6 hours

Date	Record ID	Holder and Type	Details
2010-02-09	<a href="#">57396</a>	Capacity Building Opportunity	Agricultural biotechnologies in developing countries (ABDC-10) conference, Guadalajara, Mexico AddPeriod:
2010-02-09	<a href="#">57395</a>	Contact Information	Food and Agriculture Organization of the UN
2010-02-09	<a href="#">57394</a>	Capacity Building Opportunity	Agricultural biotechnologies in developing countries (ABDC-10) conference, Guadalajara, Mexico AddPeriod:
2010-02-09	<a href="#">57393</a>	Contact Information	Food and Agriculture Organization of the UN
2010-02-09	<a href="#">57392</a>	Capacity Building Opportunity	Holistic Foundations for Assessment and Regulation of Genetic Engineering and Genetically Modified Organisms GenØk - Centre for Biosafety AddPeriod:
2010-02-03	<a href="#">57391</a>	Scientific Bibliographic Database	Providing the evidence base for environmental risk assessments of novel farm management practices.
2010-02-03	<a href="#">57390</a>	Scientific Bibliographic Database	Processing of transgenic crop residues in stream ecosystems.
2010-02-03	<a href="#">57389</a>	Scientific Bibliographic Database	Identifying key life-trait for the dynamics and gene flow in a weedy crop relative: sensitivity analysis of the GeneSys simulation model for weed beet ( <i>Beta vulgaris</i> ssp. <i>vulgaris</i> ).

Figure 6

### 3 The Navigation Bar

Above the welcome area of the Home page is a ***navigation bar*** that provides links to the major components of the BCH.



Figure 7

**The BCH (Section 3.2)** section provides links to information about the BCH, its development and management, highlights and policies.

**The Protocol (Section 3.3)** section provides links to the text of the Protocol, a list of Parties to the Protocol, COP-MOP Decisions, information about official reports, meetings documents and Notifications.

**The Finding Information (Section 3.4)** section provides links to search pages for the different categories of information in the BCH databases and to compiled information (i.e. National Contacts, the LMOs Registry, the Organism Registry and the Gene Registry).

**The Registering Information (Section 3.5)** menu entry is a link to the *sign in* page of the Management Centre, through which BCH users can create and manage their information.

**The Resources (Section 3.6)** section provides access to other useful site resources such as (i) the Common Formats used in the BCH, (ii) a page describing the solutions for National Participation (Hermes and the BCH Ajax Plug-In), (iii) Training Site of the BCH, (iv) the Glossary, (v) the Thesaurus; (vi) the Site map (vii) a list of downloadable files, (viii) Online forums and Portals, (ix) Interoperability services and (x) the available Mailing Lists.

**The Help (Section 3.7)** section provides access to the BCH Online Help System main page and some specific sections within it, namely: (i) Help on help, (ii) BCH Central Portal, (iii) Complete BCH Help Manuals, (iv) Training materials, as well as additional training resources found directly in the BCH: (v) BCH tutorials and (vi) Frequently Asked Questions. On the right side of the navigation bar is a search box for locating country profiles. This provides a quick search function to locate all records for each country listed.

On the right side of the navigation bar is a search box for locating **country profiles (Section 3.1)**. This provides a quick search function to locate all records for each country listed.

The menus on the BCH Central Portal use icons to illustrate aspects of the associated links. The commonly found menu icons include:

- Link takes the user to another website
- Link to a PDF document
- Link takes the user to a page in another section of the BCH

Details of more icons used on the BCH Central Portal are provided in the Ready Reference 4 guide available in the following url:[http://bch.cbd.int/help/trainingmaterials/En/06\)%20Ready%20Reference%20Guides/RR04En.pdf](http://bch.cbd.int/help/trainingmaterials/En/06)%20Ready%20Reference%20Guides/RR04En.pdf).

### 3.1 Country Profiles

URL: <http://bch.cbd.int/>

All pages of the BCH provide a quick search facility to obtain ***country profiles***. The link is provided on the right-hand side of the navigation bar. The drop down menu allows the user to select a country and display a summary of all the records entered in the BCH by that country.

The screenshot shows the BCH Central Portal's interface. At the top, there's a navigation bar with links like Home, The BCH, The Protocol, Finding Information, Registering Information, Resources, and Help. A dropdown menu labeled 'Country Profiles...' is open, showing a list of countries: Argentina, Armenia, Azerbaijan, Belarus, Algeria, and Andorra. Below this, the main content area is titled 'Country Profile' for Andorra. It has sections for 'Profile information and status' (listing the country as Andorra, with a 'Published' status), and a table showing the number of records for various document types: Biosafety Expert (0), Capacity Building Project (0), Competent National Authority (0), Country Needs and Priorities (0), Country's Decision or any other Communication (0), Law, Regulation or Guideline (0), National Database or Website (0), and National Focal Point (1). The date of last update is listed as 2010-03-16 23:00 UTC.

Figure 8

The country profiles contain information about each country, including: Date of signature; Date of ratification; Date of entry into force; Profile revision; Profile status and the last date in which the profile was updated. It lists the types of documents registered (e.g. National Focal Point, Law, regulation or guideline, risk assessment, etc.) and the amount of records registered for each type, with links to access those records. The number of records for each type of document, as well as the date of the last update, are indicated.

### 3.2 The BCH

URL: <http://bch.cbd.int/about/>

The introductory page for the BCH section explains the Mandate of the Biosafety Clearing-House and provides some background information about the development of the site. The information about the BCH is divided into the following sections:

1. **The BCH**, setting out its Modalities of Operation, Multi-year Program of Work, Decisions on the BCH, Reports and Reviews, and Development of the BCH;
2. **The BCH Informal Advisory Committee (BCH-IAC)**, providing information about IAC mandates and meetings and the IAC forum participants.
3. **Highlights**, providing BCH news, Latest Additions, Notifications and Meetings and Documents;

4. Policies, providing information about Linking of External Websites Policy, Privacy Policy, Disclaimer, and Copyright.

The Biosafety Clearing-House

Convention on Biological Diversity

Home | The BCH

Home | The BCH

The Biosafety Clearing-House

Sections

- Mandate
- Modalities of Operation of the BCH
- Multi-year Program of Work for the Operation of the BCH

**Mandate**

The term "clearing-house" refers to a mechanism or institution that brings together seekers and providers of goods, services or information, thus matching demand with supply.

Accordingly, with respect to biosafety information, Article 20, paragraph 1, of the Cartagena Protocol on Biosafety established a BCH as part of the **Clearing-House Mechanism (CHM)** of the Convention on Biological Diversity (CBD), in order to:

- Facilitate the exchange of scientific, technical, environmental and legal information on, and experience with, living modified organisms; and
- Assist Parties to implement the Protocol, taking into account the special needs of developing country Parties, in particular the least developed and small island developing States among them, and countries with economies in transition as well as countries that are centres of origin and centres of genetic diversity.

The BCH fulfills its mandate by providing a dynamic platform where information is registered through the [Management Centre](#) and where it can be easily searched and retrieved.

Currently, the primary sources of guidance on the functioning and implementation of the BCH are found in the [Modalities of Operation](#).

Figure 9

The content of the BCH section is accessed from the menu on the left side of **The Biosafety Clearing-House** page, or from **The BCH** drop down menu on the navigation bar.



Figure 10

### 3.2.1 Modalities of operation

The link for **Modalities of Operation** takes the user to a page which provides information about how the BCH functions and the roles of the institutions that participate in its establishment, maintenance and use.

This screenshot shows a detailed view of the BCH website under the 'Modalities of operation' section. The top navigation bar includes links for Home, The BCH, The Protocol, Finding Information, Registering Information, Resources, Help, and Country Profiles... A search bar and a sign-in link are also present. The main content area has a header 'Modalities of operation of the BCH (Annex to BS-I/3)'. Below this, a 'Sections' heading lists nine numbered points from 'Role of the Biosafety Clearing-House' to 'Periodic review'. Under 'A. Role of the Biosafety Clearing-House', two sub-points are listed: 'The role of the Biosafety Clearing-House in the provision and exchange of information in support of implementation of the Protocol' and 'National laws, regulations and guidelines applicable to the import of LMOs intended for direct use as food or feed, or for processing'. The left sidebar contains the same navigation menu as Figure 10.

Figure 11

### 3.2.2 Multi-year Program of Work

The link for the **Multi-year Program of Work** takes the user to a page which outlines the establishment and maintenance of the major components of the BCH.

The screenshot shows the main navigation bar at the top with links for Home, English, Français, and Русский. On the right, there are links for Sign Up for an Account and Sign In. Below the navigation is the BCH logo and the Convention on Biological Diversity logo. A green globe graphic is on the right. The main content area has a header "Multi-year Program of Work (Annex to BS-II/2)". A sidebar on the left contains links for The Biosafety Clearing-House, The BCH Informal Advisory Committee (BCH-IAC), Highlights, and Policies. The main content area lists "Programme elements" with five numbered items. Below this is a section titled "Programme element 1: Structure and function of the central portal" with an objective and a list of possible activities.

Multi-year Program of Work (Annex to BS-II/2)

**Programme elements**

1. [Programme element 1: Structure and function of the central portal](#)
2. [Programme element 2: Information content and management](#)
3. [Programme element 3: Sharing information on and experience with LMOs](#)
4. [Programme element 4: Capacity-building and non-Internet accessibility](#)
5. [Programme element 5: Review of activities](#)

**Programme element 1: Structure and function of the central portal**

Objective: Improve ease of reporting and accessing information in the Biosafety Clearing-House in response to identified needs of users.

Possible activities:

- Expand the general user base of the Biosafety Clearing-House by making it more accessible to novice users, for example by making the information more intuitively easy to find (while maintaining as much of the existing structure as is feasible); clustering search results; improving support functions such as an interactive Biosafety Clearing House user guide. Main actor: Secretariat, with input from Governments and relevant organizations. Timeframe: ongoing.
- Ensure that common formats are flexible enough to enable full reporting of information (for example, able to accommodate reporting of data produced prior to entry into force of the Protocol, such as risk assessments conducted outside the annex III format; able to accommodate data reported through product-based regulatory models), while maintaining backwards compatibility with existing information-exchange partners. Main actor: Secretariat, with input

Figure 12

The **Multi-year Program of Work** page provides information about the objectives and possible activities for each program element as decided by COP-MOP.

### 3.2.3 Decisions on the BCH

The link for **Decisions on the BCH** takes the user to a page which provides links to all BCH decisions taken by COP-MOP as well as at ICCP meetings that were held before the entry into force of the Cartagena Protocol.

The screenshot shows the main navigation bar at the top with links for Home, The BCH, The Protocol, Finding Information, Registering Information, Resources, Help, and Country Profiles. Below the navigation is a banner for the Convention on Biological Diversity. The main content area is titled 'Decisions on the BCH'. A sidebar on the left contains links for 'The Biosafety Clearing-House' (Modality of Operation, Multi-year Program of Work, Decisions on the BCH, Reports & Reviews, Development of the BCH), 'The BCH Informal Advisory Committee (BCH-IAC)' (IAC mandate & meetings, IAC forum participants), 'Highlights' (BCH News, Latest Additions, Notifications, Meetings and Documents), and 'Policies' (Linking External Websites Policy, Privacy Policy, Disclaimer, Copyright). The central content area discusses the 'Fourth Meeting of the COP-MOP (12-16 May 2008, Bonn, Germany)' and the 'Third Meeting of the COP-MOP (13-17 March 2006, Curitiba, Brazil)'. It also mentions the 'Second Meeting of the COP-MOP (30 May - 3 June 2005, Montreal, Canada)'.

Figure 13

### 3.2.4 Reports and reviews

This link takes the user to a page in which reports on the activity of the BCH are published. These reports comprise **BCH Log Reports** (number of records and visits per year), **BCH Annual Reports**, and **User surveys, feedback and other publications on the BCH**.

The screenshot shows the main navigation bar at the top with links for Home, The BCH, The Protocol, Finding Information, Registering Information, Resources, Help, and Country Profiles. Below the navigation is a banner for the Convention on Biological Diversity. The main content area is titled 'BCH Reports & Reviews'. A sidebar on the left contains links for 'The Biosafety Clearing-House' (Modality of Operation, Multi-year Program of Work, Decisions on the BCH, Reports & Reviews, Development of the BCH), 'The BCH Informal Advisory Committee (BCH-IAC)' (IAC mandate & meetings, IAC forum participants), 'Highlights' (BCH News, Latest Additions, Notifications, Meetings and Documents), and 'Policies' (Linking External Websites Policy, Privacy Policy, Disclaimer, Copyright). The central content area includes a section titled 'BCH Log Reports (number of records and visits per year)' with two line graphs: 'BCH Records per Year' and 'Hits, Pages views & Visitors per Year'.

Year	Total records submitted by countries	Total number of records in the BCH
2004	~1,000	~2,000
2005	~1,500	~3,000
2006	~2,000	~4,000
2007	~2,500	~5,000
2008	~3,000	~6,000
2009 (Apr-09)	~3,500	~7,000

Year	Total Hits	Total Page Views	Total Visitors
2004	~1,000,000	~1,000,000	~1,000,000
2005	~1,500,000	~1,500,000	~1,500,000
2006	~2,000,000	~2,000,000	~2,000,000
2007	~2,500,000	~2,500,000	~2,500,000
2008	~3,000,000	~3,000,000	~3,000,000
2009 (Apr-09)	~3,500,000	~3,500,000	~3,500,000

Figure 14

### 3.2.5 Development of the BCH

The link for **Development of the BCH** takes the user to a page which provides information about stages of development of the BCH from 2003 to the present. For example, the 2009 release of new versions of the BCH Management Centre, Common Formats, and FAQs, as shown in the picture below.

**Biosafety Clearing-House** Convention on Biological Diversity

Home | The BCH | Development of the Biosafety Clearing-House

**Development of the Biosafety Clearing-House**

**2009**

**September 2009: Release of new versions of the BCH Management Centre, Common Formats and FAQs.** A new version of the [BCH Management Centre](#) is now available to all registered BCH users. New [Common formats](#) for the submission of information, as approved by the [Fourth Meeting of the BCH-IAC](#) (November 2008), have been made available in both their offline and online formats. New [Frequently Asked Questions \(FAQs\)](#) have also been made available (for more information on this release see [BCH News 10 September 2009](#)).

**January 2009: Release of the Real-time Online Conferences BCH tool.** Following a request from COP-MOP decision [BSC-IV/11](#), the Secretariat developed a tool to convene ad hoc online discussions and made it available to Parties through the BCH and its Hermes-based national nodes. The Real-time Online Conferences BCH tool was launched within the Open-ended Online Expert Forum on Risk Assessment and Risk Management and [Four regional conferences](#) were conducted in this innovative way in February 2009.

**2008**

**September 2008: Update of the BCH help system.** The BCH help system has been extensively updated and is directly accessible by the [Help](#) section of the navigation bar. A complete set of training materials on the BCH and the Cartagena Protocol, developed by the UNEP-GEF BCH Project, is now available. Comprehensive, context-sensitive Help information is also available from individual BCH pages.

**April 2008: Translation of the BCH into the 6 official UN languages and a new Help section.** The BCH is now accessible in all six of the official languages of the United Nations (i.e., Arabic, Chinese, English, French, Russian and Spanish). The translation has been completed for all public pages of the BCH's Central Portal. The pages of the BCH Management Centre, only accessible to BCH account-holders to create and manage information, are also expected to be translated, following the revamping of this last section, by the end of 2008.

Thanks to the UNEP-GEF BCH Project a new Help section of the BCH is now available to help facilitate the use of the BCH. This

Figure 15

### 3.2.6 The BCH Informal Advisory Committee (BCH-IAC)

In this subsection you will find information on the BCH Informal Advisory Committee (BCH-IAC). This committee provides guidance with respect to resolution of technical issues associated with the ongoing development of the BCH. Please note that the access to the IAC forum is limited to IAC members only.

#### 3.2.6.1 IAC Mandate & Meetings

The **IAC Mandates & Meetings** link takes the user to the **BCH Informal Advisory Committee** page.

The BCH Informal Advisory Committee provides guidance to the Executive Secretary with respect to resolution of technical issues associated with the ongoing development of the Biosafety Clearing-House. The BCH-IAC page provides information about the IAC, the mandate of the IAC, the meeting documents and summaries of the outcomes of each meeting.

The screenshot shows the BCH website's main navigation bar at the top, followed by a banner for the Convention on Biological Diversity. Below this is the main content area.

**Left Sidebar (Navigation):**

- Home
- The BCH
- The Protocol
- Finding Information
- Registering Information
- Resources
- Help
- Country Profiles...

**Section Headers:**

- The Biosafety Clearing-House
- Modalities of Operation
- Multi-year Program of Work
- Decisions on the BCH
- Reports & Reviews
- Development of the BCH
- The BCH Informal Advisory Committee (BCH-IAC)** (highlighted)
- IAC mandate & meetings
- IAC forum participants
- Highlights
- BCH News
- Latest Additions
- Notifications (8)
- Meetings and Documents (8)
- Policies
- Linking External Websites Policy
- Privacy Policy
- Disclaimer
- Copyright

**Middle Content Area:**

## The BCH Informal Advisory Committee (BCH-IAC)

### Sections

- Mandate of the BCH-IAC
- Meetings of the BCH Informal Advisory Committee
- Documents about the preparatory work on the IAC

### Mandate of the BCH-IAC

In its [Decision B5-1/3](#), the Meeting of the Parties to the Biosafety Clearing-House (BCH), Section 5 of the mode informal advisory committee, constituted and coordinated particular focus on providing guidance with respect to the Biosafety Clearing-House."

The BCH-IAC adopted at its first meeting its [Operations](#).

The participants to the 4th IAC meeting, held in Mexico, established a BCH-IAC discussion forum.

- [Go to the BCH-IAC forum](#)
- [Go to the list of IAC forum participants](#)

**Note:** Links to the documents about the preparatory work are also available at the bottom of this page.

**Right Content Area (Summary of the Third Meeting):**

**CBD**

**Convention on Biological Diversity**

Distr. GENERAL  
UNEP/CBD/BG/BCH-IAC/3/3  
29 October 2007  
ORIGINAL: ENGLISH

**INFORMAL ADVISORY COMMITTEE OF THE BIOSAFETY CLEARING-HOUSE**  
Third meeting  
Mexico, 4-5 October 2007

**SUMMARY OUTCOMES OF THE THIRD MEETING OF THE INFORMAL ADVISORY COMMITTEE OF THE BIOSAFETY CLEARING-HOUSE**

**I. INTRODUCTION**

- The Informal Advisory Committee of the Biosafety Clearing-House (BCH-IAC) met in Mexico on 4 and 5 October 2007.
- The meeting was attended by experts selected from: Cameroon, Canada, Costa Rica, Colombia, Cuba, European Community, India, Mexico, Nigeria, Slovakia, Switzerland and Uruguay. Representatives of the following organizations also participated in the meeting as observers: the UNEP-GEF Biosafety Project on the Biosafety Clearing-House, the International Centre for Genetic Engineering and Biotechnology (ICGEB), the Organization for Economic Co-operation and Development (OECD), the Third World Network (TWN) and the Global Biodiversity Coalition (GBC).
- The meeting was convened by the Executive Secretary, in accordance with the modalities of operation of the Biosafety Clearing-House (decision B5-1/3, annex section E), to seek guidance with respect to technical issues associated with the ongoing development of the Biosafety Clearing-House (BCH).
- Mr. Diego Steiner Barrios from Uruguay served as Chairperson of the meeting and Ms. Francisca Acevedo from Mexico served as Rapporteur.
- The meeting adopted the provisional agenda provided in document UNEP-CBD/BG/BCH-IAC/3/1. The following principal issues were discussed by the Committee:
  - Introduction and overview;
  - National implementation, and case-studies of national experiences;
  - Overview of information-sharing partnership arrangements;
  - Progress in the multi-year programme of work;
  - Capacity-building activities;
  - The 2007 review of the Biosafety Clearing-House.
- The meeting benefited from several presentations designed to assist the participants in their work.

Figure 16

### 3.2.6.2 IAC Forum Participants

This page displays the current list of participants to the BCH-IAC forum. Note that access to the IAC forum is limited to IAC members only.

The screenshot shows the 'Participants' section of the IAC forum on the Biosafety Clearing-House Central Portal. The page header includes the 'Biosafety Clearing-House' logo, the Convention on Biological Diversity logo, and a search bar. The main content area displays a table of participants with columns for name, country, and organization. The table lists 11 participants from various countries, including Madagascar, Germany, Switzerland, Canada, Italy, Peru, and France.

Rank	Name	Country	Organization
1.	Ms. Chantal Nicole Andrianarivo <a href="mailto:chantandri@gmail.com">chantandri@gmail.com</a>	Madagascar	Madagascar National Parks
2.	Dr. Joachim Bendiek <a href="mailto:405@bvl.bund.de">405@bvl.bund.de</a>	Germany	Bundesamt für Verbraucherschutz & Lebensmittelsicherheit (BVL) - [Federal Office of Consumer Protection & Food Safety]
3.	Prakash Bista <a href="mailto:prakash.bista@unesp.ch">prakash.bista@unesp.ch</a>	Switzerland	UNEP-GEF
4.	Mr. Andrew Bowers <a href="mailto:andrew.bowers@cbd.int">andrew.bowers@cbd.int</a>	Canada	UNEP/SCBD/Biosafety
5.	Dr Wendy Craig <a href="mailto:crain@icgeb.org">crain@icgeb.org</a>	Italy	ICGEB
6.	Ph.D. Lúcia de Souza <a href="mailto:luciadesouza@pol.br">luciadesouza@pol.br</a>	Switzerland	ANBio / Public Research and Regulation Initiative (PRRI)
7.	Dr. Enrique N. Fernandez- Northcote <a href="mailto:fernort@terra.com.pe">fernort@terra.com.pe</a>	Peru	Universidad Nacional Agraria, La Molina
8.	Giovanni Ferraiolo <a href="mailto:giovanni.ferraiolo@cbd.int">giovanni.ferraiolo@cbd.int</a>	UNEP/SCBD/Biosafety	
9.	Tea Garcia-Huidobro <a href="mailto:tea.garciahuidobro@onuma.org">tea.garciahuidobro@onuma.org</a>	Programa de las Naciones Unidas para el Medio Ambiente (PNUMA)	
10.	Ms. Anastasia Idrisova <a href="mailto:Idrisova@biodr.tajikiston.com">Idrisova@biodr.tajikiston.com</a>	Tajikistan	National Biodiversity and Biosafety Center
11.	Mr Peter Kearns <a href="mailto:peter.kearns@iceland.is">peter.kearns@iceland.is</a>	France	

Figure 17

## 3.2.7 Highlights

This section of the BCH Central Portal provides links to information about the activities of the BCH.

### 3.2.7.1 BCH News

The **BCH News** link takes the user to the **Biosafety Clearing-House News** page. It provides updates on changes to the BCH Central Portal. Registered users can register BCH news using the BCH Management Centre mechanisms for registering information, either through the online registration form for BCH News or through the offline Common Format for BCH News.

Below the **Biosafety Clearing-House News** page title, there are two buttons: the orange **RSS - Subscribe to the BCH News** button, and the light blue **Follow Us on Twitter** button. The RSS button provides news feed URL that can be used to subscribe to BCH News using an RSS reading tool. The Twitter button takes the user to the BCH page on Twitter, where the user can also stay up-to-date with latest news on the BCH.

The screenshot shows the 'Biosafety Clearing-House News' page. On the left, there's a sidebar with links like 'Modality of Operation', 'Multi-year Program of Work', 'Decisions on the BCH', 'Reports & Reviews', 'Development of the BCH', 'The BCH Informal Advisory Committee (BCH IAC)', 'SAC mandate & writings', 'SAC forum participants', and 'Highlights'. A yellow arrow points from the 'Highlights' link to the main content area. The main content area has a header 'Biosafety Clearing-House News' with a 'Subscribe/Follow BCH News' button. Below it, a news item says 'The Biosafety Clearing-House is now on Twitter!' followed by a link to the Twitter account. To the right, there's a 'Users of the Biosafety Clearing-House' section with a Twitter logo and a 'Join today!' button. At the bottom, there's a sidebar with links for 'Base BCH Central Portal', 'Events', 'Favorites', and 'Following'.

Figure 18

### 3.2.7.2 BCH Latest Additions

The **Latest Additions** link takes the user to a page that displays the most recent additions to the databases. The information is updated every six hours.

Selecting a **Record ID** takes the user to the record page.

The screenshot shows the main interface of the Biosafety Clearing-House (BCH) Central Portal. At the top, there are language links (Arabic, Chinese, English, Spanish, French, Russian) and account options (Sign Up for an Account, Sign In). The header includes the BCH logo and the Convention on Biological Diversity logo. Below the header, a navigation bar offers links to Home, The BCH, The Protocol, Finding Information, Registering Information, Resources, Help, and Country Profiles. On the left, a sidebar provides links to various sections like The Biosafety Clearing-House, The BCH Informal Advisory Committee (BCH-IAC), Highlights, Policies, and Notifications. The main content area displays the 'Latest Additions' section, which lists several records. A yellow arrow highlights the first record in the list, which is then expanded into a detailed view. This detailed view shows the record's title ('Capacity Building Opportunity'), record information (Record ID: 57396, Status: Published, Date of creation: 2010-02-09 17:21 GMT, Date of last update: 2010-02-09 16:54 GMT, Owner: urika.nissen@cbd.int), general description ('Agricultural biotechnologies in developing countries (ABDC-10) conference, Guadalajara, Mexico'), URL ('Food and Agriculture Organization of the UN'), and lead institution ('Food and Agriculture Organization of the UN (FAO)').

Figure 19

### 3.2.7.3 Notifications

This link takes the user to the **Cartagena Protocol Notifications** page, which is under the "The Protocol" section of the BCH. See "The Protocol" > "Notifications" (Section 3.3.6).

### 3.2.7.4 Meetings and Documents

This link takes the user to the **Cartagena Protocol Meetings** page, which is under the "The Protocol" section of the BCH. See "The Protocol" > "Meetings and Documents" (Section 3.3.5).

### 3.2.8 Policies

The section on **Policies** provides links to information about the linking of external websites to the BCH, the privacy policy of the BCH and a disclaimer.

Figure 20

### 3.2.8.1 Linking External Websites Policy

The link for **Linking External Websites Policy** takes the user to a page which details how the Secretariat considers and selects sites for inclusion in the BCH Central Portal.

## Surfing the BCH Central Portal

The screenshot shows the main navigation bar at the top with links for Home, The BCH, The Protocol, Finding Information, Registering Information, Resources, Help, and Country Profiles... A green sidebar on the left contains links for The Biosafety Clearing-House, The BCH Informal Advisory Committee (BCH-IAC), Highlights, Policies, and other sections like Modality of Operation and Multi-year Program of Work. The main content area displays the 'Linking External Websites Policy' page, which includes a 'Sections' section with links to Executive Summary, Policy Objective, Background, Analysis, Evaluation Criteria, and Selection Process. Below this is the 'Executive Summary' section, which describes how the Secretariat maintains links to biosafety-relevant information from external sites. There is also a link to 'Go to the top of the page'.

Figure 21

### 3.2.8.2 Privacy Policy

The link to **Privacy Policy** takes the user to a page which details how information submitted to the BCH is handled and how the BCH manages information about visitors to the BCH Central Portal.

The screenshot shows the main navigation bar at the top with links for Home, The BCH, The Protocol, Finding Information, Registering Information, Resources, Help, and Country Profiles... A green sidebar on the left contains links for The Biosafety Clearing-House, The BCH Informal Advisory Committee (BCH-IAC), Highlights, Policies, and other sections like Modality of Operation and Multi-year Program of Work. The main content area displays the 'Privacy Policy for the Biosafety Clearing-House' page, which includes a 'Sections' section with links to Information provided to the BCH and Visitor identification. Below this is the 'Information provided to the BCH' section, which includes a sub-section for Official Information of National Focal Points. It states that National Focal Points and Competent National Authorities agree to make certain information publicly available through the BCH databases (such as name, address, e-mail address and telephone number). This information is provided in accordance with

Figure 22

### 3.2.8.3 Disclaimer

The link to **Disclaimer** takes the user to a page which notes that while every effort is made to provide accurate information, the accuracy of the information provided through the BCH is not guaranteed. Parties to the Convention, Governments and other users of the database are encouraged to bring errors, inaccuracies and omissions to the attention of the Secretariat.

[Home](#) | [english](#) | [español](#) | [français](#) | [русский](#)

[Mailbox](#) | [My Profile](#) | [Sign Out](#)

**Biosafety Clearing-House**  Convention on Biological Diversity

[Home](#) | [The BCH](#) | [Disclaimer](#)

**Disclaimer**

**Accuracy of the information**

1. While Parties to the Convention, Governments and partner institutions have made every effort to provide accurate information, the Secretariat of the Convention on Biological Diversity does not guarantee the accuracy of the information provided, and disclaims any responsibility for any inaccuracies of information or for any claim that may arise from the use of the information in the database.
2. The Secretariat of the Convention on Biological Diversity would like to encourage Parties to the Convention, Governments and any other user of this database to bring, any errors, inaccuracies and omissions detected, to its attention. Any comments regarding the form, content and utility of this database should also be submitted to the Executive Secretary of the Convention on Biological Diversity.

Contact us | Site Map | Linkages Policy | Privacy Policy | Disclaimer | © SCBD 2001-2009

Figure 23

### 3.2.8.4 Copyright

This link takes the user to the **Copyright** page, which contains the copyright statement for the BCH.

## Surfing the BCH Central Portal

The screenshot shows the main navigation bar at the top with links for Home, The BCH, The Protocol, Finding Information, Registering Information, Resources, Help, and Country Profiles... A green sidebar on the left contains links for The Biosafety Clearing-House, Modalities of Operation, Multi-year Program of Work, Decisions on the BCH, Reports & Reviews, Development of the BCH, The BCH Informal Advisory Committee (BCH-IAC), IAC mandate & meetings, IAC forum participants, Highlights, BCH News, Latest Additions, Notifications (93), Meetings and Documents (93), Policies, Linking External Websites Policy, Privacy Policy, Disclaimer, and Copyright. At the bottom, there are links for Contact us, Site Map, Linkages Policy, Privacy Policy, and Disclaimer, along with copyright information: © SCBD 2001-2009.

Figure 24

### 3.3 The Protocol

URL: <http://bch.cbd.int/protocol/>

The **Protocol** link on the navigation bar provides access to information about the Cartagena Protocol on Biosafety.

The screenshot shows the navigation bar with The Protocol selected. The left sidebar has a link for The Cartagena Protocol. The main content area displays the title "A Protocol on Biosafety" and a brief description: "Biosafety to the Convention on Biological Diversity is an international treaty governing the transboundary movement of living modified organisms (LMOs) resulting from modern biotechnology from one country to another. It was adopted on 29 January 2000 as a supplementary agreement to the Convention on Biological Diversity and entered into force on 11 September 2003." Below this is a "Sections" section with links for Introduction, History, The ICCP Process, and Timeline.

Figure 25

The screenshot shows the Biosafety Clearing-House website. At the top, there are language links for English, Spanish, French, and Portuguese. On the right, there are links for 'Sign Up for an Account' and 'Sign In'. The main header features the 'Biosafety Clearing-House' logo and the 'Convention on Biological Diversity' logo with a green leaf icon. Below the header, a navigation bar includes links for Home, The BCH, The Protocol, Finding Information, Registering Information, Resources, Help, and Country Profiles... A dropdown menu for 'Country Profiles...' is open. On the left, a sidebar for 'The Cartagena Protocol' lists: Text of the Protocol, Parties to the Protocol, COP-MOP Decisions, Reporting, Meetings and Documents, and Notifications. The 'Text of the Protocol' link is highlighted. The main content area displays the title 'The Cartagena Protocol on Biosafety' and a brief description: 'The Cartagena Protocol on Biosafety to the Convention on Biological Diversity is an international treaty governing the movements of living modified organisms (LMOs) resulting from modern biotechnology from one country to another. It was adopted on 29 January 2000 as a supplementary agreement to the Convention on Biological Diversity and entered into force on 11 September 2003.' Below this, a section titled 'Sections' lists: Introduction, History, The ICCP Process, and Timeline.

Figure 26

**The Protocol** page is divided into sections that provide:

1. A brief introduction to the Protocol;
2. A short history of the development of the Protocol;
3. An explanation of the ICCP process; and
4. A timeline of the Cartagena Protocol on Biosafety.

The left-hand menu on The Protocol page provides information in several areas:

1. Text of the Protocol;
2. Parties to the Protocol;
3. COP-MOP decisions;
4. Reporting;
5. Meeting and Documents;
6. Notifications.

### 3.3.1 Text of the Protocol

The **Text of the Protocol** link takes the user to a page which provides a link to the **Downloadable files** page where you will find the complete text of the Cartagena Protocol on Biosafety in the six official United Nations languages and in both MS Word and PDF format. Links are also provided to web pages reporting the text of each article of the Protocol.

Figure 27

### 3.3.2 Parties to the Protocol

The link for **Parties to the Protocol** takes the user to a page which provides a summary of the *status of ratification* and *entry into force* for each Party of the Protocol. The table lists countries that have signed, ratified, accepted, approved or acceded to the Protocol and the date at which the Protocol entered into force in each country. Each country name provides a link to the **Country Profile**, which provides summary information about all records registered in the BCH by that country.

The screenshot shows two pages from the Biosafety Clearing-House website. The left page is titled 'Country Profiles' and lists countries that have signed the Cartagena Protocol. The right page is a detailed 'Country Profile' for Algeria, showing its status of ratification and entry into force, and a table of type of document records.

#	Country	Date of signature
1.	Algeria	May 25, 2000
2.	Algeria	May 24, 2000
3.	Antigua and Barbuda	
4.	Armenia	
5.	Austria	May 24, 2000
6.	Azerbaijan	

Type of document	Number of records	Date of last update
Biosafety Expert	0	-
Capacity Building Project	0	-
Competent National Authority	0	-
Country Needs and Priorities	0	-
Country's Decision or any other Communication	0	-
Law, Regulation or Guideline	1	2008-01-25 15:16 UTC

Figure 28

### 3.3.3 COP-MOP Decisions

The link for **COP-MOP Decisions** takes the user to a search page for finding any decisions taken at any COP-MOP meetings as well as the entire list of decisions divided into sections that correspond to the different COP-MOP meetings.

The screenshot shows the 'COP-MOP Decisions' search page and a detailed view of a decision. The search page includes fields for Subject, Meeting, and Keyword, and a 'Search' button. The detailed view shows a list of decisions for the 'Fourth meeting of the Conference of the Parties serving as the Meeting of the Parties to the Cartagena Protocol on Biosafety'. A yellow arrow points to the first decision, 'BS-IV/1 Report of the Compliance Committee'.

**BS-IV/1** Report of the Compliance Committee  
Subject(s): Cartagena Protocol on biosafety  
Biosafety Subject(s): Compliance

**BS-IV/2** Operation and activities of the Biosafety Clearing-House  
Subject(s): Cartagena Protocol on biosafety  
Biosafety Subject(s): Biosafety Clearing-house

**BS-IV/3** Capacity-building  
Subject(s): Cartagena Protocol on biosafety  
Biosafety Subject(s): Capacity-building

**BS-IV/4** Roster of biosafety experts  
Subject(s): Cartagena Protocol on Biosafety  
Biosafety Subject(s): Capacity-building, Roster of experts

**BS-IV/1. Report of the Compliance Committee**  
The Conference of the Parties serving as the meeting of the Parties to the Cartagena Protocol on Biosafety, taking note of the report of the Compliance Committee, including its recommendations (UNEP/CBD/BIS/COP-MOP/4/2),  
Taking note also of the information compiled by the Compliance Committee on experience of other multilateral environmental agreements in addressing cases of repeated non-compliance (UNEP/CBD/BIS/COP-MOP/4/2/Add.1),  
Recognizing the need for improved intersectoral coordination among members of each regional group to replace, expeditiously, Compliance Committee members who resign or are unable to complete their term,  
Recognizing also the absence of any submissions relating to compliance to the Compliance Committee to date,  
1. Reaffirms each Party of its obligation to adopt appropriate domestic measures addressing illegal transboundary movements of living modified organisms and to report the occurrence of such movements to the Biosafety Clearing-House;  
2. Calls upon each regional group to consider and apply mechanisms:  
(a) To ensure that nominees to the Compliance Committee are willing and able to attend and fully participate in

Figure 29

The search criteria include biosafety-related subjects, a choice of COP-MOP meeting, and keywords or words in the title.

The figure displays a screenshot of the 'COP-MOP Decisions' search interface. It consists of two main sections: a left panel for defining search parameters and a right panel for displaying search results.

**Left Panel (Search Decision):**

- Subject:** A dropdown menu showing '<All>' selected.
- Meeting:** A dropdown menu showing '<All>' selected.
- Keywords:** A list box containing:
  - Biosafety Clearing-House
  - Budget
  - Capacity-building
  - Compliance

**Right Panel (COP-MOP Decisions):**

- Search Decision:** A dropdown menu showing '<All>' selected.
- Meeting:** A dropdown menu showing '<All>' selected.
- Keywords:** A list box containing:
  - <All>
  - COP-MOP 4
  - COP-MOP 3** (highlighted in blue)
  - COP-MOP 2
  - COP-MOP 1
- Decision 1:** A list box containing:
  - COP-MOP 2
  - COP-MOP 1
- Search:** A button located to the right of the keyword list.

Figure 30

### 3.3.4 Reporting

The **Reporting** link takes users to a page that provides links to

1. National Reports on Implementation of the Cartagena Protocol on Biosafety.
2. Reports on Activities of the Secretariat on the Implementation of the Work Programme of the Convention and its Protocol.
3. Roster of Experts Annual Reports.

The screenshot shows the Biosafety Clearing-House (BCH) website. At the top, there are language links (español, français, português) and a navigation bar with links for Home, The BCH, The Protocol, Finding Information, Registering Information, Resources, Help, and Country Profiles. On the right, there are links for Mailbox, My Profile, and Sign Out. The main content area is titled "Reporting". A sidebar on the left is titled "The Cartagena Protocol" and lists links for Text of the Protocol, Parties to the Protocol, COP-MOP Decisions, Reporting, Meetings and Documents, and Publications. The main content area has a heading "National Reports on Implementation of the Cartagena Protocol on Biosafety" and a sub-section "First National Report (2007)". Below these, there is a detailed paragraph about the reporting requirements under Article 13 of the Protocol, mentioning the submission of national reports every 4 years and interim reports every 2 years after entry into force. It also notes that reports should be submitted 12 months in advance of meetings. A note states that the template for the first regular national report is available in English, Arabic, Chinese, French, and Russian.

Figure 31

### 3.3.4.1 National Reports

In the **National Reports** section of the **Reporting** page, national reports on the implementation of the Protocol can be accessed by selecting a country from the drop down menu in the text.

## Surfing the BCH Central Portal

The screenshot shows the 'Reporting' section of the 'The Cartagena Protocol' page. The 'National Reports on Implementation of the Cartagena Protocol on Biosafety' section is circled in orange. Below it, a dropdown menu set to 'France' is also circled in orange. The portal has a green header bar with links like 'Home', 'The BCH', 'The Protocol', etc., and a sidebar on the left with sections like 'Text of the Protocol', 'Parties to the Protocol', 'COP-MOP Decisions', 'Reporting', 'Meetings and Documents', and 'Notifications'.

**National Reports on Implementation of the Cartagena Protocol on Biosafety**

Each Party is required, in accordance with Article 33 of the Protocol, to monitor the implementation of its obligations under the Protocol and to report to the Conference of the Parties serving as the meeting of the Parties to the Protocol (COP-MOP) on measures taken to implement the Protocol. Paragraph 5 of Decision BS-1/9 requests Parties to submit their National Reports every 4 years and also to submit an interim report two years after the entry into force of the Protocol. The reports will be considered by the Parties at the meetings of the COP-MOP and therefore they should be submitted 12 months in advance of the meetings. Decision BS-1/9 also requests that the reports be submitted (in both hard copy and electronic format) in one of the official languages of the United Nations.

**First National Report (2007):**

In its [Decision BS-III/14](#), the COP-MOP approved a format for the first regular national report on implementation of the Protocol which is set out in its Annex. The deadline for submission of the first regular national reports was 11 September 2007.

- The template for the first regular national report is available in [English](#), [Arabic](#), [Chinese](#), [French](#), [Russian](#) and [Spanish](#).
- A [first analysis](#) of the information contained in the first national reports and a summary of the responses were made available to Parties in documents [UNEP/CBD/BS/COP-MOP/4/13](#) and [UNEP/CBD/BS/COP-MOP/4/INF/11](#).
- A [revised analysis](#) (requested by [decision BS-IV/14](#)) is available in document [UNEP/CBD/BS/CC/5/2](#) and refers to information contained in the first national reports received by the Secretariat prior to 18 August 2008.
- To [compare national reports](#) you may use the [Analyzer of First Regular National Reports](#) on Implementation of the Protocol.
- To [download national reports](#), please select the country of interest in the menu below (a link to the documents will appear after the selection)

Language: French Available document formats:

[Go to the top of the page](#)

**Interim National Report (2005):**

In its [Decision BS-1/9](#), the COP-MOP approved a format for the interim national report on implementation of the Protocol which is set out in its Annex. The deadline for submission of the interim national reports was 11 September 2005.

- An [analysis of the information](#) contained in the interim national reports and a [summary of the responses](#) were made available to Parties in documents [UNEP/CBD/BS/COP-MOP/3/12](#) and [UNEP/CBD/BS/COP-MOP/3/INF/8](#).
- To [compare national reports](#) you may use the [Analyzer of the Interim National Reports](#) on Implementation of the Protocol.
- To [download national reports](#), please select the country of interest in the menu below (a link to the documents will appear after the selection)

Language: English Available document formats:

Figure 32

This section also provides links to the National Reports Analyzer. This 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.

The figure consists of two side-by-side screenshots of a web page from the Convention on Biological Diversity's website. Both screenshots have a yellow arrow pointing to the top left corner of the main content area.

**First report:** This screenshot shows the 'National Reports on Implementation of the Cartagena Protocol on Biosafety' section. It includes a 'Report Selection' form where 'Country' is selected. The results list includes Armenia, Australia, Austria, Barbados, and Belgium. A note at the bottom states: 'This analysis tool generates only qualitative data for reports submitted in Arabic or not in Word format. The full text of these reports remains available at [www.cbd.int/reports/first.html](http://www.cbd.int/reports/first.html)'. Below the results is a 'Show Help' button.

**Interim report:** This screenshot shows the same section for the 'Interim National Report (2005)'. It also includes a 'Report Selection' form with 'Country' selected. The results list includes Armenia, Australia, Austria, Barbados, and Belgium. A note at the bottom states: 'This analysis tool generates only qualitative data for reports submitted in Arabic or not in Word format. The full text of these reports remains available at [www.cbd.int/reports/first.html](http://www.cbd.int/reports/first.html)'. Below the results is a 'Show Help' button.

Figure 33

On the Analyzer, the user can refine the search using known words in the questions or selecting the matrix languages used for the analyses. Selecting the **Go** button calls up the search results. These are tabled below the search facility.

This screenshot shows a detailed view of the 'Report Selection' form. At the top, there are two radio buttons: 'Country' (selected) and 'Country Group (eg. Africa)'. Below this is a note: '66 Countries' followed by 'Please use <Ctrl+Click> to select multiple items in the list'. A scrollable list box contains the names of 66 countries: Armenia, Australia, Austria, Barbados, Belgium, Argentina, Algeria, Austria, Belgian, Belize, Bolivia, Brazil, Bulgaria, Cambodia, Chile, Costa Rica, Ecuador, Egypt, El Salvador, Ethiopia, France, Germany, Greece, Guatemala, Honduras, India, Indonesia, Italy, Japan, Jordan, Kenya, Lesotho, Libya, Malawi, Mexico, Morocco, Namibia, Niger, Nigeria, Pakistan, Peru, Portugal, Romania, Saudi Arabia, Senegal, South Africa, Spain, Sri Lanka, Switzerland, Turkey, Uganda, Uruguay, Venezuela, Vietnam, Yemen, Zambia, Zimbabwe. Below the list is a 'Search for' input field with the placeholder 'in the questions'. To the right of the input field is a 'Matrix language' dropdown set to 'English' and a checkbox 'Only show the report matrix'. On the far right is a large 'Go' button.

Figure 34

**Report Selection**

Analyze by  Country  Country Group (eg. Africa)

66 Countries  
Please use <Ctrl+Click>  
to select multiple items  
in the list

Armenia
Australia
Austria
Barbados
Belgium

Search for \_\_\_\_\_ in the questions

Matrix language   Only show the report matrix

Figure 35

### 3.3.4.2 Reports on Activities of the Secretariat

The **Reports on Activities of the Secretariat** cover the activities carried out by the SCBD for the implementation of the work Programme of the Convention and its Protocol and are provided by the Secretariat at the end of each calendar year. These reports can be accessed by selecting the year of interest in the search box. Selecting a year from the dropdown list allows the user to download the full Report in PDF format.

Reports on Activities of the Secretariat on the Implementation of the Work Programme of the Convention and its Protocol

Periodic reports are prepared by the Executive Secretary of the Convention on the execution of its mandate.

Search the reports on CBD activities:

Go to the top of the page

Roster of Experts Annual Report

Annual review of the operation of the Secretariat at the end of each calendar year:

- July to September: April to June 2008
- January to March: October to December 2008
- Search the reports on the operation of the Secretariat:
- Go to the top of the page

Contact us | Site Map | Linkages Policy | Privacy Policy | Disclaimer | Rate this page

SECRETARIAT OF THE CONVENTION ON BIOLOGICAL DIVERSITY

INTERNATIONAL CONFERENCE ON BIODIVERSITY AND AGRICULTURE

22 May 2008

REPORT ON ACTIVITIES OF THE SECRETARIAT ON THE IMPLEMENTATION OF THE WORK PROGRAMME OF THE CONVENTION ON BIOLOGICAL DIVERSITY AND ITS CARTAGENA PROTOCOL ON BIOSAFETY

I. INTRODUCTION

1. The present report provides a summary of the main activities undertaken by the Secretariat from January to December 2008 in the implementation of the work programme of the Convention.

2. During the reporting period, the Secretariat organized a total of 67 meetings (see annex I). A total of 338 pre-session and information documents were prepared, amounting to 6,580 pages. The Secretariat serviced six major inter-sessional meetings, under the Convention and its Protocol, which gathered 7,448 participants, with 484 delegations sponsored under the Convention, including representatives from the indigenous and local communities. These meetings include:

- The sixth meeting of the Ad Hoc Open-ended Working Group on Access and Benefit-Sharing, held in Geneva;
- The second meeting of the Ad Hoc Open-ended Working on Protected Areas, back-to-back with the thirteenth meeting of the Subsidiary Body on Scientific, Technical and Technological Advice held in Rome;
- The fifth meeting of the Open-ended Ad Hoc Working Group of Legal and Technical Experts on Liability and Redress in the context of the Cartagena Protocol on Biosafety, which took place in Cartagena, Colombia;
- The fourth meeting of the Conference of the Parties to the Convention serving as the meeting of the Parties to the Cartagena Protocol on Biosafety, held in Bonn back-to-back with the ninth meeting of the Conference of the Parties to the Convention on Biological Diversity.

3. In addition to its daily meetings during relevant meetings, five meetings of the Bureau of the Conference of the Parties were convened. They took place on 20 January in Geneva, 10 February in Rome, 18 May in Bonn, 4-5 October in Barcelona, and 26-27 November in Berlin. Moreover, the Bureau of the Conference of the Parties serving as the meeting of the Parties to the Cartagena Protocol on Biosafety held four meetings, and the Bureau of the Subsidiary Body on Scientific, Technical and Technological Advice (SBSTTA) held three formal meetings. For the first time, a joint meeting of the Bureau of the Conference of the Parties and the SBSTTA Bureau was also held.

Figure 36

### 3.3.4.3 Roster of Experts Annual Reports

The **Roster of Experts Annual Reports** are provided each calendar year by the Secretariat and report on

the operation of the Roster of Experts as well as the voluntary fund for the use of the roster.

**Roster of Experts Annual Reports**

Annual reviews of the operation of the Roster of Experts and the voluntary fund for the use of the roster are provided by the Secretariat at the end of each calendar year in accordance with [Decision BS-1/4](#) of the COP-MOP.

Search the reports on the operation of the Roster of Experts:

[Go to the top of the page](#)

Linkages Policy | Privacy Policy | Disclaimer | © SCBD 2001-2009

<Select reporting period>

<Select reporting period>

Year 2008

Year 2007  
Year 2006  
Year 2005  
Year 2004  
Year 2003  
Year 2002

**Report on the Roster of Experts on Biosafety for Year 2008**

In accordance with decision BS-1/4 of the Conference of the Parties serving as the meeting of the Parties to the Cartagena Protocol on Biosafety, the following is the annual summary report on the status and use of the roster of experts on biosafety for the year 2008. A brief report on the pilot phase of the voluntary fund for the use of the roster is also presented below. This report was included in the fourth quarter report of the Secretariat.

**Status of the Roster**

At the end of 2008, the roster contained 639 experts nominated by a total of 77 Parties and other governments. The regional breakdown is as follows:

Region	No. Government making nominations	No. of experts nominated	Percentage of total number of nominations
Africa	21	205	32%
Asia and the Pacific	19	139	22%

Figure 37

By using the drop down menu available in this section, it is possible to select the year of interest and access to the copy of the report for that year (in PDF format) .

### 3.3.5 Cartagena Protocol Meetings and Documents

The link to **Meetings and Documents** takes the user to a page that provides a search facility to locate meetings related to specific aspects of the CBD.

Below this search facility you will find the entire list of COP-MOP meetings divided into two sections: Upcoming meetings, where the user can find the details of upcoming meetings such as date, place, etc, and Previous meetings, in which the list of all past meetings can be found.

Home | 中文 | english | español | français | pyccorol | Mailbox | My Profile | Sign Out

**Biosafety Cleaning House** Convention on Biological Diversity

Home | The BCH | The Protocol | Finding Information | Registering Information | Resources | Help | Country Profiles...

**The Cartagena Protocol** Home | The Cartagena Protocol | Meetings

**Cartagena Protocol Meetings**

Search meetings

Country: <All> Year: <All>

Keywords:

Meetings 1 to 20 of 113. < Previous | 1 2 3 4 5 6 | Next >

**Upcoming Meetings**

Dates and Venue	Meeting
<b>2010</b>	
<b>February 2010</b>	
1 - 3 February 2010 Siem Reap, Cambodia <b>Confirmed</b>	Sixth Coordination Meeting for Governments and Organizations Implementing or Funding Biosafety Capacity-building Activities (BSMCB-06) <a href="#">+ Documents (8)</a>
2 February 2010 Online <b>Confirmed</b>	Second Series of Regional Real-time Online Conferences on Risk Assessment and Risk Management: Africa (BSCONF-RARM-02-AF) <a href="#">+ Documents (2)</a>
4 February 2010 Online <b>Confirmed</b>	Second Series of Regional Real-time Online Conferences on Risk Assessment and Risk Management: Asia and the Pacific (BSCONF-RARM-02-AS) <a href="#">+ Documents (2)</a>
4 - 5 February 2010	Seventh Meeting of the Liaison Group on Capacity-building for Biosafety (BSLGB-07)

Figure 38

By clicking on the **Documents** link, the user enters a page that displays all available documents related to that meeting.

### 3.3.6 Cartagena Protocol Notifications

The **Notifications** link takes the user to a search page that can be used to find notifications issued by the CBD Secretariat. To search for Notifications filed under the Protocol, insert a keyword in the **Keyword Box** and / or use **Year** dropdown list. Click the **Search** button to obtain the search results.

Below the search facility you will find a list containing all Notifications ordered by date.



Figure 39

## 3.4 How to Find Information

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

The links to categories of information in the databases of the BCH Central Portal are provided in the **Finding Information** drop down menu on the navigation bar.

Each category listed on this page links to a search page that is designed to easily find specific information. From each search page it is also possible to browse all records in any of the categories by using a **Browse all records** button.

Welcome to the BCH

The Biosafety Clearing-House (BCH) is a platform for the exchange of information on Living Modified Organisms (LMOs). It provides a global access to a variety of information in all 6 of the UN languages.

BCH account holders can create:

- Experiences and lessons learned from the exchange of information on LMOs
- Clearing-House: The issue News is now available.
- BCH Tutorials are now available.
- Second Series of Regional Real-time Online Conferences

Latest news:

- 2010-02-12 Exchange of information on LMOs
- 2010-02-10 BCH Tutorials are now available.

Finding Information

- National Contacts
- Laws and Regulations
- Country's Decisions and other Communications
- LMOs, Genes or Organisms
- Roster of Experts
- Capacity-Building
- Biosafety Information Resource Centre (BIRC)
- Scientific Bibliographic Database
- Organizations

Compiled Information

- National Contacts
- LMO Registry
- Organism Registry
- Gene Registry

Additions

- 20 Zambia - National Focal Point
- 20 Central African Republic - National Focal Point
- 20 Central African Republic - National Focal Point
- 19 Indonesia - National Focal Point
- 18 Guyana - National Focal Point
- 17 Algeria - National Focal Point
- 17 Jordan - National Focal Point

Country Profiles...

Forum on the Strategic Plan and the Assessment and Review

BCH Tutorials on Registering Information

English, Spanish and now French versions available

Open-ended Online Expert Forum on

Figure 40

Each category listed on this page links to a search page that is designed to easily find specific information. From each search page it is also possible to browse all records in any of the categories by using a **Browse all records** button.

Home | Finding Information

## Finding Information

Welcome to the **Finding Information** section of the BCH. Here a wide variety of scientific, technical, environmental, legal and capacity building information can be accessed. The information currently available is organized into two categories: a) **National Records** submitted by Governments as mandated by Article 20 of the Protocol and b) **Reference Records** which are submitted by general BCH users. Included under the Reference records category are three registries regarding LMO information appearing in other BCH records.

**National Records**

**National Contacts**  
Follow this link to search for: (i) National Focal Points; (ii) Competent National Authorities and (iii) National Biosafety Websites and Databases

**Laws and Regulations**  
Follow this link to search for: (i) National Laws, Regulations and (ii) Guidelines and Bilateral, Regional and Multilateral Agreements

**Country's Decisions and other Communications**  
Follow this link to search for: (i) Decisions on LMOs under Advance Informed Agreement; (ii) Decisions on LMOs for food, for feed or for processing under Article 11; (iii) Other decisions & declarations; (iv) Risk Assessment Reports

**Roster of Experts**  
Follow this link to access a database of experts in biosafety, searchable using various fields.

**Reference Records**

**LMOs, Genes or Organisms**  
Follow this link to search for: (i) the LMO-UID Registry; (ii) Gene Registry and (iii) Organism Registry

**Capacity-Building**  
Follow this link to search for: (i) Biosafety Capacity Building Projects; (ii) Capacity-Building Opportunities; (iii) Compendium of Academically-Accredited Biosafety Courses; and (iv) Capacity-Building Needs and Priorities

**Directory of International Organizations involved in Biosafety Activities**  
Follow this link to access information about international organisations involved in activities relevant to implementation of the Biosafety Protocol with summaries of their activities and contact information.

**Biosafety Information Resource Centre**  
Follow this link to access electronic catalogues of biosafety-related publications and information resources including: news services; e-mail listservs; online databases and search engines; reports and case studies; journals and newsletters; and teaching materials (manuals, toolkits and presentations). Its objective is increase the accessibility

Figure 41

The types of data stored in the BCH databases and instructions for finding information in the BCH are explained in Module M004 ('**Finding information in the BCH Central Portal**' in the on-line documentation).

## 3.5 How to Register Information

URL: <https://bch.cbd.int/member/signin.shtml>

The BCH Management Center provides a web-based mechanism to register, update, delete or correct information in the BCH databases. Information related to national implementation of the Protocol, which is stored in national records, can only be registered by BCH National Focal Points. The following categories of national records can be registered:

- National Biosafety Website or Database
- Competent National Authority (Article 19.2)
- Biosafety Law, Regulation, Guidelines & Regional and International Agreements
- Country's Decision or any other Communication
- Risk Assessment Generated by a Regulatory Process
- Biosafety Expert (Decisions BS-I/4 and BS-IV/4)
- Report on Biosafety Expert Assignment

Other categories of information, i.e. reference records, can be submitted by any BCH registered user. These records must be validated by the SCBD before they can become public.

- Contact Details
- Capacity Building Activities, Projects and Opportunities
- Biosafety Organization
- Biosafety Information Resource Centre (BIRC)
- BCH News
- Risk assessment generated by an independent or non-regulatory process
- Living Modified Organism (LMO)
- Gene and DNA sequence
- Organism

The Secretariat reserves the right to review and verify, prior to publication, all reference records submitted by BCH registered users. Contributions to the Scientific Bibliographic Biosafety Database are subject to validation by the International Centre of Genetic Engineering and Biotechnology (ICGEB)

Detailed instructions on using the Management Centre are provided in **Module M006 ('Registering Information in the BCH Central Portal' in the on-line documentation)**.

**Sign In to the Biosafety Clearing-House**

Most of the Biosafety Clearing-House pages are in public domain. However to register, update, delete or correct information, users must be registered and login with their ID and password.

Access to special areas, such as collaborative portals or dedicated forums, may also be subject to registration and users' roles.

If you have a BCH account, please sign in now:

Registered email address   Remember me

Password

**Sign Up for a BCH Account**  
If you don't have an account and wish to register please request a user account.

**Forgot your password?**  
If you have an account, but have forgotten your password, ask to have a new password sent to your official e-mail address.

**Important Remarks**

Any information submitted through the Management Centre should NOT include any confidential nor sensitive items as the objective is to make it publicly available on the Biosafety Clearing-House.

Before your submission is made publicly available, it must be validated by the BCH national focal point or the Secretariat. You will be sent an email confirming when the information has been uploaded to the database. Should you notice any significant difference between your submission and the information made available on the web site, please contact the Secretariat immediately by email to [bch@cbd.int](mailto:bch@cbd.int).

If you require additional assistance, please contact the Secretariat of the Convention on Biological Diversity at the following address: [bch@cbd.int](mailto:bch@cbd.int)

Figure 42

## 3.6 Resources

URL: <http://bch.cbd.int/resources/>

The **Resources** page of the BCH Central Portal contains sections which are meant either to help the user to interact with the Central Portal or to provide more general biosafety-related information. They are as follows:

1. Common formats;
2. Solutions for National Participation;
3. Training Site of the BCH;
4. Glossary;
5. Thesaurus;
6. Site Map;
7. Downloadable files;
8. Online Forums and Portals;
9. Interoperability services; and
10. Mailing lists

## Surfing the BCH Central Portal

The screenshot shows the main interface of the BCH Central Portal. At the top, there are language links for العربية, 中文, English, español, français, and русский. On the right, there are links for 'Sign Up for an Account' and 'Sign In'. The header features the 'Biosafety Cleaning-House' logo and the 'Convention on Biological Diversity' logo. Below the header, a banner image shows a hand holding a globe with a green overlay. A navigation bar at the top includes links for Home, The BCH, The Protocol, Finding Information, Registering Information, Resources, Help, and Country Profiles... A sidebar on the left contains sections for 'Latest news' and 'Latest Additions', each listing several recent items. The main content area has a large 'Welcome to the BCH Central Portal' heading and a paragraph about the BCH's mission. To the right of the main content, there are several boxes: 'BCH User Survey' (with a survey link), 'BCH Tutorial on Registering Information' (with English and Spanish versions available), 'Open-ended Online Expert Forum on Risk Assessment and Risk Management', and 'NEW RELEASES' (Management Centre, Common Formats, FAQs). A 'Resources' sidebar on the far left lists various tools and services.

Figure 43

This screenshot shows the 'Resources' section of the BCH Central Portal. The left sidebar is titled 'Resources' and includes links for Common Formats, Solutions for National Participation, Training Site of the BCH, Glossary, Thesaurus, Site Map, Downloadable Files, Online forums and portals, Interoperability Services, and Mailing Lists. The main content area has a 'Home | Resources' header. It features a section titled 'BCH Resources' with a 'Common Formats' sub-section. This sub-section explains that common formats standardize information for easier search and access. It links to 'Hermes and the BCH Ajax Plug-In'. Another section, 'Solutions for National Participation (Hermes and the BCH Ajax Plug-In)', provides information about the development of national nodes. Other sections include 'BCH Training Site' (describing the training site for users), 'Downloadable files' (linking to a document on download requirements), 'Online events' (linking to a document on sharing information), and 'Interoperability Services Documentation' (linking to documentation on interoperability services).

Figure 44

### 3.6.1 Common Formats

**Common formats** are provided to standardize the structure and organization of the information in the BCH databases. Use of these formats improves the efficiency of the BCH Central Portal and ensures easy access

to information.

The common formats are the basis of the online entry forms in the Management Centre.

**Common formats**

Standard forms, also known as common formats, are made available on the BCH in MS Word format for download to assist users to gather and organize their records prior to submission.

**National Records:**

The following records can be registered and directly published by BCH National Record Forms (BCH-NRFs) in the BCH. National authorized users can also register these records subject to validation by the BCH-NRF prior to publication:

- 1. **National Focal Point** - Common format for registering a National Focal Point (Article 17, 19 and/or 80-1/01). Latest edition: 28 July 2009.
- 2. **National Website or Database** - Common format for registering a National Website or Database (Article 17, 19 and/or 80-1/01). Latest edition: 2 September 2009.
- 3. **Competent National Authority** - Common format for registering a Competent National Authority (Article 17, 19 and/or 80-1/01). Latest edition: 3 September 2009.
- 4. **Laws and Regulations** - Common format for registering any existing National Law, bilateral, Regional and International Agreements and Arrangements for implementation (Article 17, 19 and/or 80-1/01). Latest edition: 26 October 2009.
- 5. **Country's Decisions or any other Communication** - Common format for registering any decision or communication (including Risk Assessments). Latest edition: 2 September 2009.
- 6. **Risk Assessments** - Common format for registering Risk Assessments generated by S, SI and ICD. Latest edition: 2 September 2009.
- 7. **Biosafety Expert** - Common format for registering a Biosafety Expert with ICA-Code. Latest edition: 24 February 2009.
- 8. **Report on Biosafety Expert Assignment** - Common format for Registering a Risk Assessment. Latest edition: 21 September 2009.

**Reference records:**

The following records can be registered by any registered user subject to validation by the Secretariat prior to publication:

- 1. **Contact Details Reference** - Common format for providing Contact Details for an entity or organization, for reference when creating other records. Latest edition: 14 February 2009.
- 2. **Capacity-Building Opportunity** - Common format for registering a Capacity-Building Opportunity with the Capacity-Building Address database. Latest edition: 23 February 2009.
- 3. **Capacity-Building Project** - Common format for registering a Capacity-Building Project with the Capacity-Building databases. Latest edition: 23 February 2009.
- 4. **Academically-Accredited Biosafety Course** - Common format for a Biosafety Course for inclusion in the Compendium of Academically-Accredited Biosafety Courses. Latest edition: 29 January 2009.
- 5. **AWF Biosafety Organization** - Common format for a Biosafety Organization for inclusion in the Directory of Biosafety Organizations. Latest edition: 6 October 2009.
- 6. **AWF Biosafety Information Resource** - Common format for a Biosafety Information Resource for inclusion in the Biosafety Information Resource Centre (BIRC). Latest edition: 6 July 2009.
- 7. **AWF BCH News** - Common format for submitting news to the BCH. Latest edition: 2 September 2009.
- 8. **AWF Independent Risk Assessments** - Common format for Risk Assessments generated by an independent or non-regulatory process. Latest edition: 2 September 2009.
- 9. **AWF LRO - Unique Identification** - Common format for registering a Living Modified Organism, including its unique Identifier Code. Latest edition: 6 July 2009.
- 10. **AWF Inserted Gene** - Common format for registering an inserted gene. Latest edition: 6 July 2009.
- 11. **AWF Organism (new-modified)** - Common format for registering a parental, recipient or donor Organism. Latest edition: 6 July 2009.

Figure 45

The **Common formats** page provides links to MS Word files of the common formats for the following categories of information:

1. National records
  - National Focal Point
  - National Database or Website
  - Competent National Authority
  - Laws and Regulations
  - Country's decisions or any other Communication
  - Risk Assessments
  - Biosafety Expert
  - Report on Biosafety Expert Assignment
2. Reference Records
  - Contact Details Reference
  - Capacity-Building Opportunity
  - Capacity-Building Project
  - Academically-Accredited Biosafety Course

- Biosafety Organization
- Biosafety Information Resource
- BCH News
- Independent Risk Assessments
- LMO - Unique Identification
- Inserted Gene
- Organism (non-modified)

### 3.6.2 Solutions for National Participation (Hermes and the BCH Ajax Plug-In)

The *Solutions for National Participation* links take the user to a page which provides technical information (and links to the manuals) on Hermes and the BCH Ajax Plug-In.

The screenshot shows the 'Biosafety Clearing-House' website interface. At the top, there's a banner featuring the 'Convention on Biological Diversity' logo and a hand holding a globe. Below the banner is a navigation bar with links: Home, The BCH, The Protocol, Finding Information, Registering Information, Resources, Help, and Country Profiles... A dropdown menu is open over the 'Country Profiles...' link. On the left, there's a sidebar titled 'Resources' containing links to Common Formats, Solutions for National Participation (which is highlighted in red), Training Site of the BCH (with a PDF icon), Glossary, Thesaurus, Site Map, Downloadable Files, Online Forums and portals, Interoperability Services, and Mailing Lists. The main content area has a breadcrumb trail: Home | Resources | Solutions for National Participation. It features a section titled 'Solutions for National Participation' with a 'Sections' heading that includes links to 'Hermes' and 'BCH Ajax Plug-in'. Under the 'Hermes' heading, there's a detailed description of what it is, a download link for the manual (English 2.5 MB, Spanish 3.7 MB), and a list of countries using it. There's also a link to 'Go to the top of the page'. The bottom of the content area has a section titled 'BCH Ajax Plug-In' with a brief description.

Figure 46

Both of these solutions are aimed toward improving the ease of accessing information in the BCH in response to identified needs of users. These solutions were created to assist countries developing their BCH national nodes to be interlinked and interoperable with the Central Portal.

### 3.6.3 Training Site of the BCH

The *Training Site of the BCH* is designed to help BCH users familiarize themselves with the functioning of the Management Center without affecting the official BCH Central Portal.

In order to access the Training Site, users require BCH training accounts (which are provided upon request to the Secretariat).

**Welcome to the Training Site of the Biosafety Clearing-House.**

This **Training Site** has been implemented to help BCH users familiarize themselves with the functioning of the BCH's Management Centre.

The information registered on the **Training Site** does not affect the official BCH site and, because the site is secure, it is not made publicly available. Similarly, the information registered on the official BCH site is not always available on the **Training Site**.

In order to use the **Training Site** you require a BCH training account. When your account is activated you are issued a password that provides you with access to the Management Centre.

If you have a BCH account and would like to use the Management Centre, please sign in now:

Email Address / Account ID: \_\_\_\_\_  Remember me

Password: \_\_\_\_\_

**Request a BCH Training Account**  
If you don't have an account and you would like to register for the BCH Training Site please [contact us](#).

**Forgot your password?**  
If you have an account, but have forgotten your password, please [contact us](#) to have a new password sent to you.

**PLEASE NOTE:** If you are looking for the official version of the Biosafety Clearing-House (BCH), please [refer to this link](#).

Figure 47

The sign in page provides three additional, useful links for:

1. Opening a training account
2. Obtaining a reminder of your password
3. Access to the official BCH site.

### 3.6.4 Glossary

The **Glossary** links take the user to a page which provides a list of definitions of common terms, acronyms and expressions used throughout the BCH Central Portal.

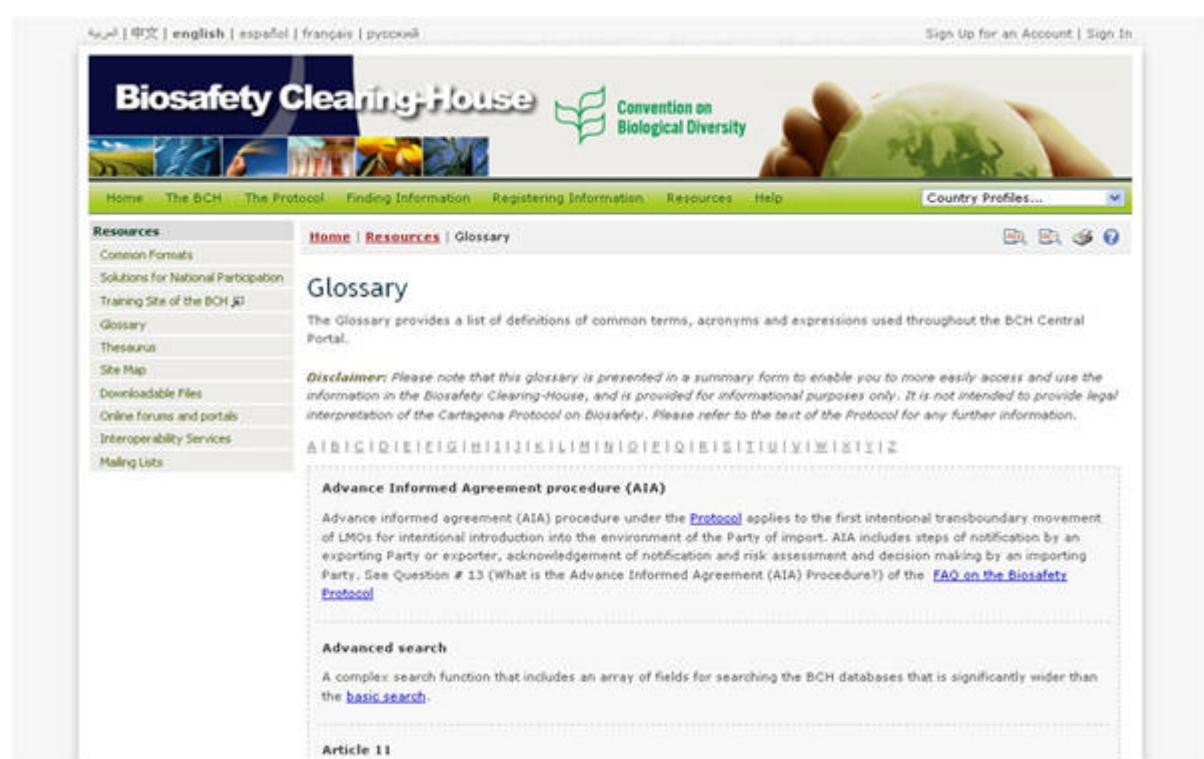


Figure 48

At the top of the **Glossary** page an alphabetical bar linking to sections in the Glossary is provided and descriptions of all of the Glossary terms and their use are listed in alphabetical order.

### 3.6.5 Thesaurus

The *Thesaurus* provides a list of pre-defined terms and related synonyms, or ‘controlled vocabularies’, used in a specific context. These terms are used to register and search for information in the BCH databases.

- A broader term indicates the more general class to which a term belongs in the controlled vocabulary; everything that is true of a term is also true of its broader term (e.g. *Gossypium* is broader than *Gossypium hirsutum*).
- A narrower term indicates a more specific term or member of a class in the controlled vocabulary (e.g. *Gossypium hirsutum* is narrower than *Gossypium*).
- A non-preferred term is a synonym to a preferred use term in the controlled vocabulary that has an equivalent meaning to the preferred use term, but is not used for indexing records (e.g. “bananas” is a non-preferred term for “banana”).
- A preferred use term in the controlled vocabulary is the term selected from among synonyms to be used for indexing and retrieval purposes. This term may also be used instead of non-preferred term. This term is translated into the six UN languages to enable multi-lingual functionality of the BCH.
- A related term brings to the user’s attention terms in the controlled vocabulary that are associated because of overlapping meanings or other relationships (e.g. taxonomic and common names for organisms).

Following the **Thesaurus** link in the **Resources** page or in the resources left-hand menu displays the **BCH Thesaurus** page, which provides features for searching for terms and for browsing all terms in the thesaurus.

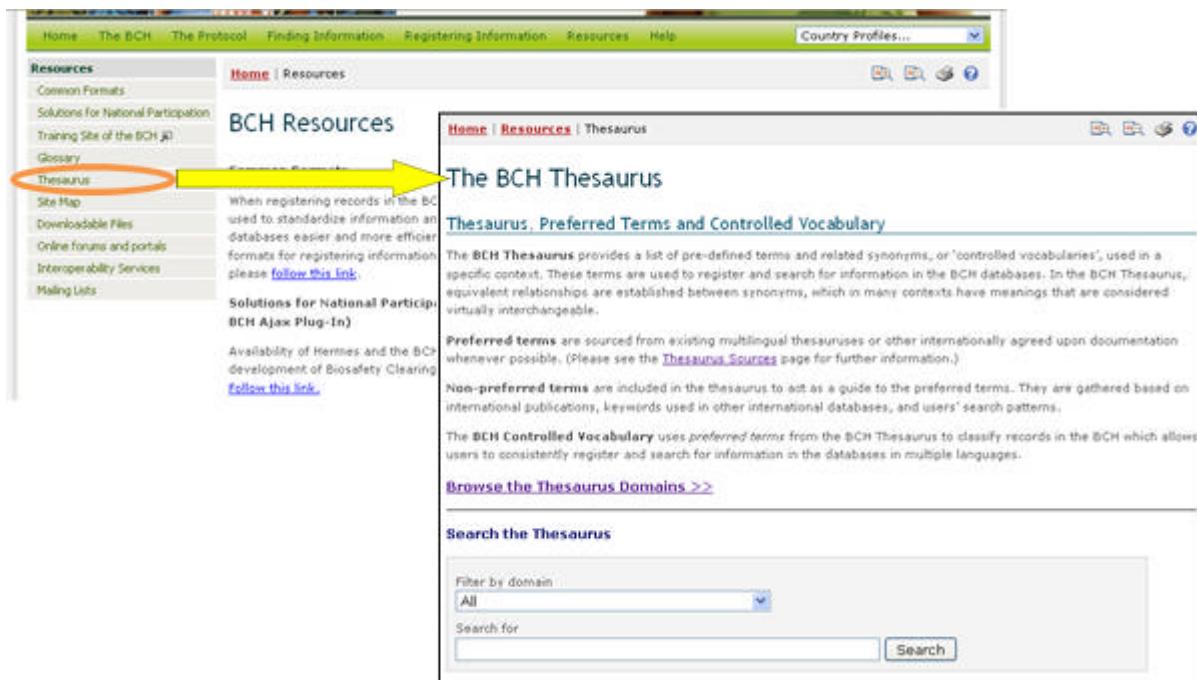


Figure 49

Terms in the BCH Thesaurus are organized into term domains, each of them containing a list of terms. The **Search the Thesaurus** section provides a drop down menu for selecting in which domain to search for terms. A box for searching for specific terms is also provided. To search for terms, enter the domain and/or keyword(s) of interest and click on the **Search** button.

In the results list, clicking on the **Term ID** of a term will display more information about its use in the BCH Central Portal. This takes the user to the **Term description** page, which provides details on the meaning of the term and how it is used in the BCH Central Portal, including broader, narrower and preferred uses of the term and translations into the six official UN languages. The **preferred use term** in the controlled vocabulary is a term selected from among synonyms to be used for indexing and retrieval purposes. For example, **maize** is the preferred use term over **corn** in the BCH.

## Surfing the BCH Central Portal

The screenshot shows the 'Search the Thesaurus' page. A yellow arrow points from the left sidebar's 'Common Formats' link to the 'Search for' input field. Another yellow arrow points from the 'Search for' input field to the search results table.

**Search the Thesaurus**

Filter by domain: Common Formats

Search for: Law, Regulation or Guideline

Search

Term ID	Term	Domain
1709	National Focal Point	Common Formats
1709	Competent National Authority	Common Formats
1710	Law, Regulation or Guideline	Common Formats
1711	Regional or International Agreement	Common Formats
1712	Decision on LMO under Advance Informed Agreement	Common Formats
1713	Decision on LMO under Article 13, Common Formats	Common Formats
1714	Capacity Building	Common Formats
1715	Risk Assessment	Common Formats
1717	National Database	Common Formats
1718	Biosafety Expert	Common Formats
4196	Report on Activities	Common Formats
4197	Report on Activities	Common Formats

[Home](#) | [Resources](#) | [Thesaurus](#) | [Domains](#) | [Thesaurus domain](#) | Term description

**Term description**

**Law, Regulation or Guideline**

This term is broader than the following  
[Laws and Regulations](#)

This term is narrower than the following  
[Laws and Regulations](#)

**Translations**

Arabic:	قانون أو مرسوم أو مذكرة أو مبادرة
Chinese:	法律、管理或准则
English:	Law, Regulation or Guideline
French:	Loi, règlement ou directive
Spanish:	Ley, regulación o directriz
Russian:	Закон, нормативное положение или руководящий принцип

Figure 50

**Example:** If a user wishes to understand the use of the term “transboundary” in activities related to the Protocol, the user enters the search terms “All” in the **Filter by domain** box and “transboundary” in the **Search for** box on the **Search Thesaurus** page. Selecting the **Search** button will provide a list of records describing how the term “transboundary” is used in various domains within the BCH Central Portal. The search results (in March 2010) identified five uses of the term in four domains within the BCH.

**Search the Thesaurus**

Filter by domain  
All

Search for  
Transboundary

Term ID Term Domain

4256	Article 17.1 notification - Unintentional transboundary movement	Decision Types
4792	Transboundary movement (imp...	
4786	Transboundary movement (imp...	
45	Article 25.3 notification - Illegal...	
4732	likely to have significant adverse effects on the conservation and sustainable use of biological diversity.	

**Term description**

[Article 17.1 notification - Unintentional transboundary movement](#)

**Description**  
Notification under Article 17.1 of an occurrence resulting in a release that leads, or may lead, to an unintentional transboundary movement of a living modified organism that is likely to have significant adverse effects on the conservation and sustainable use of biological diversity.

**Immediate broader terms**  
[Other decisions, declarations and notifications](#)

**Related terms**  
[Use for](#)

**Immediate narrower terms**

**Preferred use term**

This term is broader than the following

This term is narrower than the following  
[Other decisions, declarations and notifications](#)

**Translations**

Arabic:	1-17.1 اعلان غير مقصود
Chinese:	第17.1条的通知
English:	Article 17.1 notification - Unintentional transboundary movement
French:	Notification aux termes de l'Article 17.1 - mouvement transfrontière non intentionnel) (source: SCBD)
Spanish:	Artículo 17.1 notificación
Russian:	Статья 17.1 Уведомление

Figure 51

The thesaurus sources link provides further information regarding the sources on which terms in the thesaurus and their translations are based.

### 3.6.5.1 Thesaurus Domains

The Browse the Thesaurus Domains link in the **BCH Thesaurus** page opens a page in which all term domains are listed. Selecting a domain will list all the terms contained in it. In this way, the user can browse through the thesaurus to find specific terms.

## Surfing the BCH Central Portal

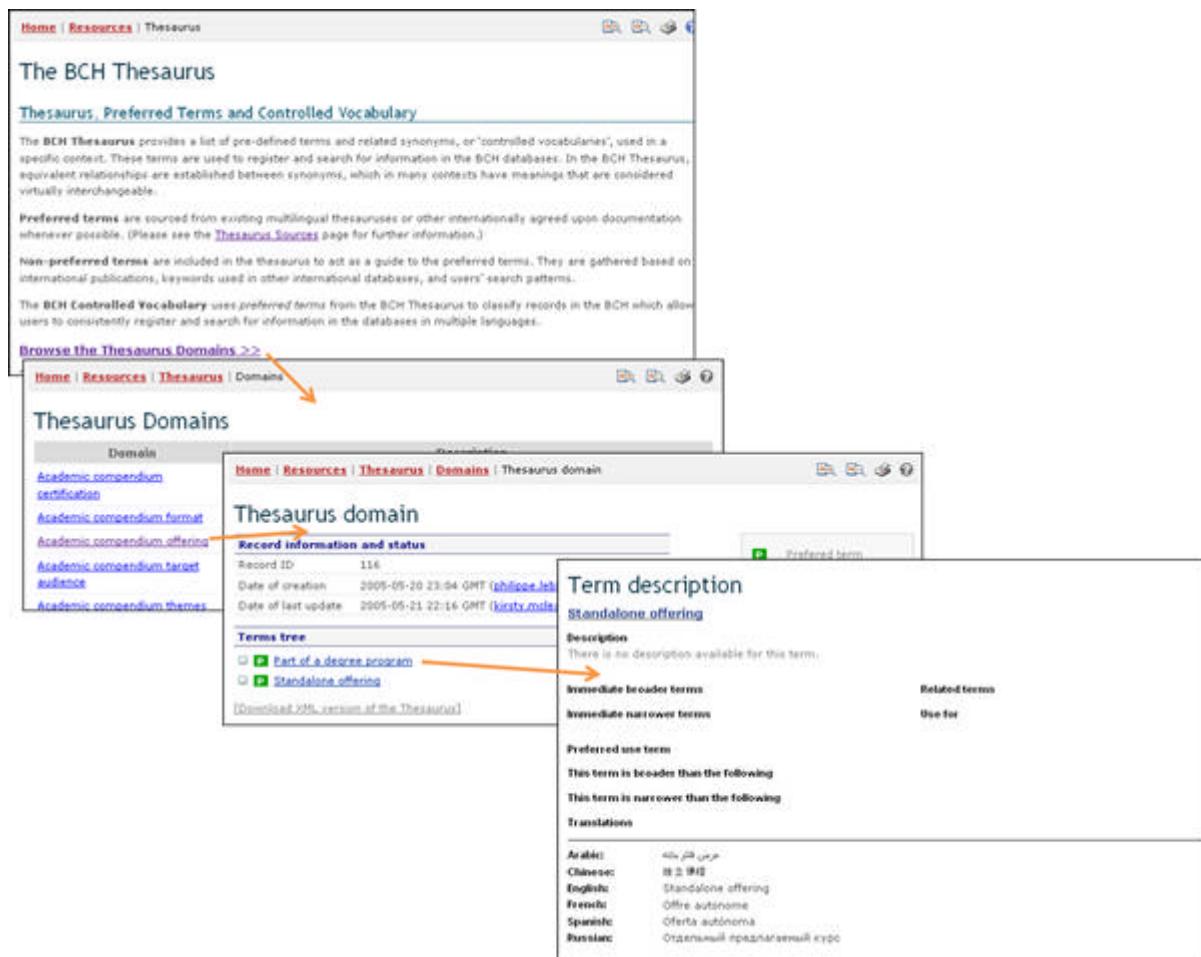


Figure 52

Selecting a term from the Terms tree list on the **Thesaurus Domain** page takes the user to the **Term Description** page.

### 3.6.6 Site Map

A detailed **Site Map** is provided to show how the BCH Central Portal is organized. In the sections you will find links to each page of the BCH, including the pages of the Management Centre, which are limited to registered users only.

Figure 53

### 3.6.7 Downloadable files

The **Downloadable Files** page provides access to files designed to help Parties fulfill their responsibilities with respect to the Protocol's information and reporting requirements. It also provides links to guidelines and templates for entering information. The downloadable files are available in MS Word and/or PDF format in at least one of the six official United Nations languages and are grouped as follows:

- Lists of Parties to the Protocol and national contact details
- Treaty Handbook and procedures for ratification, acceptance, approval or accession
- Roster of Experts on Biosafety
- National Reports
- Examples of integration of information requirements into existing documentation for Article 18 (Decision BS-I/6)
- Capacity Building
- Offline Version of the BCH
- Text of the Cartagena Protocol on Biosafety and COP-MOP decisions
- Essential biosafety documents

## Surfing the BCH Central Portal

The screenshot shows the 'Resources' section of the BCH Central Portal. The left sidebar lists various resources such as Common Formats, Solutions for National Participation, Training Site of the BCH, Glossary, Thesaurus, Site Map, Downloadable Files, Online forums and portals, Interoperability Services, and Mailing Lists. The main content area displays a list of 'Downloadable files and essential biosafety documents' under the heading 'Sections'. The first item in the list is 'A. Lists of Parties to the Protocol and national contact details', which includes links for 'List of Parties' and 'List of all National Contacts under the Cartagena Protocol'. The top right corner features the Convention on Biological Diversity logo and links for 'Sign Up for an Account' and 'Sign In'.

Figure 54

### 3.6.8 Online Forums and Portals

The **Online Forums and Portals** page provides numerous links to forums and portals that can help the BCH user to find further information. This page is organized into several sections:

- Forum News section, displayed at the top of the page, shows a list of latest news from the forums.
- The Ongoing Forums section provides a list of links to currently active forums.
- The Archived Forums section provides a list of links to closed forums.
- The Archived Surveys section provides access to a list of surveys previously conducted.
- The Collaborative Portals section provides links to several portals related to biosafety, in which the user can find further information and assistance.

The screenshot shows the 'Resources' section of the BCH website. On the left is a sidebar with links like 'Common Formats', 'Solutions for National Participation', 'Training Site of the BCH AII', 'Glossary', 'Thesaurus', 'Site Map', 'Downloadable Files', 'Online forums and portals', 'Interoperability Services', and 'Mailing Lists'. The main content area has a header 'Home | Resources | Online forums and portals'. Below it, a section titled 'Online forums and collaborative portals' contains a 'Sections' list with 'Ongoing Forums', 'Archived Forums', 'Archived Surveys', and 'Collaborative Portals'. Under 'Ongoing Survey', there's a link to 'Study of users and potential users of the BCH' (21 December 2009 - 31 January 2010). Under 'Ongoing Forums', it lists 'Open-ended Online Expert Forum on Risk Assessment and Risk Management'. To the right, a large speech bubble icon says 'forum news' and lists recent events: '21-12-2009 - Launch of the survey for the Study of users and potential users of the BCH', '25-03-2009 - Launch of web page for the survey on socio-economic considerations', and '11-05-2009 - Two new Collaborative Portals: ATHEG on RASBM and BCH Regional Advisors'.

Figure 55

### 3.6.9 Interoperability Services

The BCH *Interoperability Services* documentation provides technical information about interoperability with the BCH including information about the BCH Web Service. It also provides XML Schemas, documentation about the Web Service Methods, and Quick Starts in VBA, C4, VB.NET, JAVA, PYTHON and PERL.

The screenshot shows the 'Resources' section of the BCH website. The sidebar includes links for 'Common Formats', 'Solutions for National Participation', 'Training Site of the BCH AII', 'Glossary', 'Thesaurus', 'Site Map', 'Downloadable Files', 'Online forums and portals', 'Interoperability Services', and 'Mailing Lists'. The main content area has a header 'Home | Resources | BCH Interoperability Services 3.0'. It features a 'BCH Interoperability Services 3.0' section with a WSDL link (<http://bch.biodiv.org/service/3.0/service.asmx?WSDL>). Below it are 'Quick Starts' (examples in VBA, C#, VB.NET, JAVA, PYTHON, PERL) and 'XML Schemas' (National Contacts, National Focal Point (focalPoint.xsd), Competent National Authority (authorite.xsd), National Website or Database (nationalDatabase.xsd)). Other sections include 'Laws and Regulations' (National Law, Regulation or Guideline (law.xsd), Bilateral, Regional or Multilateral Agreement (agreement.xsd)), 'Organisms, Decisions and Declarations' (Unique Identification (modifiedOrganism.xsd), Decision under AIA (decisionUnderAIA.xsd), Decision under Article 11 (decisionUnderAII.xsd), Other Decision or Declarations (decision.xsd), Risk Assessment (riskAssessment.xsd)), and 'Roster of Experts' (Biosafety Expert (biosafetyExpert.xsd)).

Figure 56

### 3.6.10 Mailing List

The **Mailing List** provides access to the listservs that are available through the BCH Central Portal. Listservs are lists of e-mailing addresses for people who have signed up to receive regular information about a particular topic.

The **BCH Current Awareness Service** sends out regular updates summarizing new information that has been added to the BCH. While it is sent directly to users by e-mail, it is also possible to receive the updates by fax (please contact the Secretariat to enlist your fax number for this service).

The categories of information included in the current awareness summaries, as well as the frequency of their delivery, may be individually customized by each user.

The **BCH Information Technology Specialist Updates** sends out information that is intended to be of use to IT professionals who are involved in maintaining databases or websites that are interoperable with the BCH. It includes updates on changes to the BCH web service.

Figure 57

The **Mailing List** page also provides links to subscribe to the available services or to manage/update user's subscriptions.

The first link takes the user to the **Sign In to the Management Centre** page. Once signed into the Management Centre the user may subscribe to a listserv.

The second link opens the **Sign Up for a BCH Account** page. Users register according to their affiliation with the BCH (e.g. BCH National Focal Point, Capacity-building Organization, Biosafety Expert, etc.)

Details on using the Management Centre are provided in **Module MO06 ('Registering Information in the BCH Central Portal' in the on-line documentation)**.

**General User Account**

Your e-mail address is the primary manner by which BCH will contact you. It is used, for example, to reply to technical support requests, to send confirmation of an online requests, or to notify you of important updates.

If you wish to learn more about the Privacy Policy of the Biosafety-Clearing House then please [follow this link...](#)

Please provide the information below.

Name:	Title:	First name:	Last name:
	Ms.	Irene	Sulaweyo *
Job Title:			
Department:			
Organization:	University of Durban		
Address:			
City:	Durban	State/Province:	
Country:	South Africa *	Zip/Postal code:	
Phone:	+27 31 228-7538 *	Fax:	+27 31 228-7500 *
Email address:	renie.sulaweyo@adwiz.za		
Time Zone:	GMT+2 - EET: Eastern European		
Language:	English		
<b>Notes</b>			

**Submit request** **Cancel request**

Figure 58

### 3.7 Help

URL: <http://bch.cbd.int/help/>

Clicking on the **Help** menu in the navigation bar takes the user to the Online Help System of the BCH Central Portal. This help system provides thorough information on the usage of the BCH and has been designed as a context-sensitive help system. This means that the system is able to provide help content related to the BCH pages that the user is currently using. To access context-sensitive help whenever using the BCH, simply click on the blue question mark icon to the top right of each page.

## Surfing the BCH Central Portal

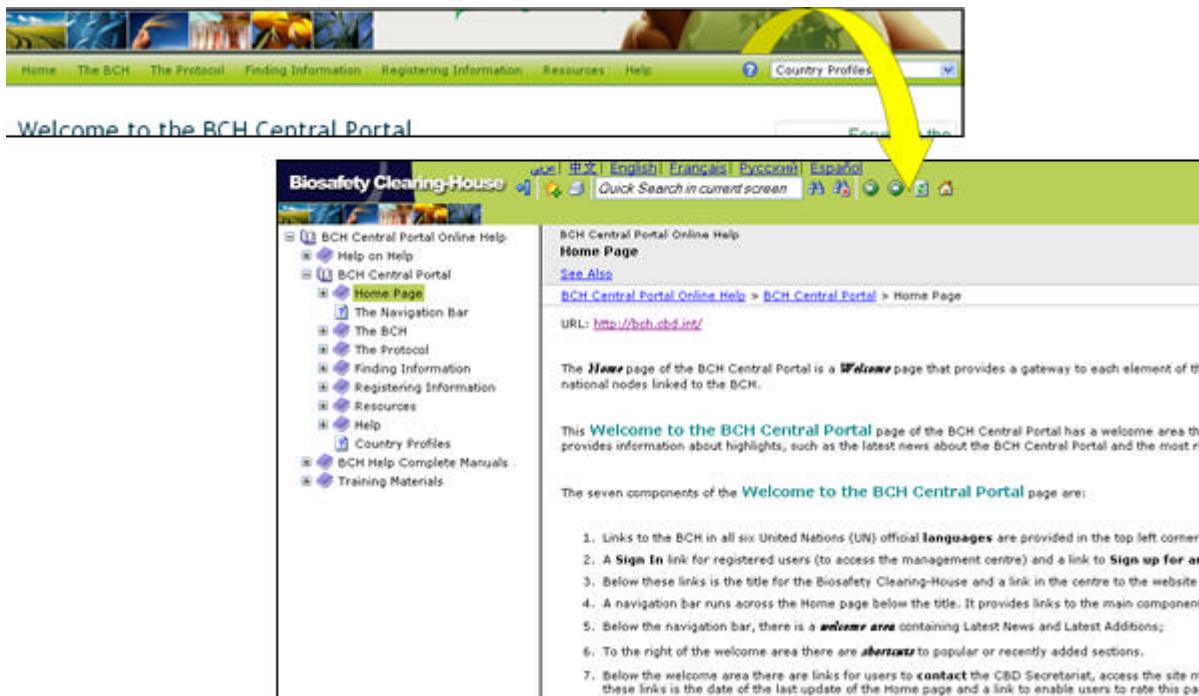


Figure 59

The help system has been developed in all six UN official languages, and the user can switch language as needed using the language bar of the Help System. This help system can also be used to read complete training manuals online.



Figure 60

The Help menu of the BCH Central Portal provides access to several help items:

- **Help:** this is a link to help contents main page in the **BCH Online Help System**.
  - **Help on Help:** this is a link to a help page with information about how to use the BCH Online Help System and which explains its main features.
  - **BCH Central Portal:** this link takes the user to a section in the Help System with comprehensive content about the BCH Central Portal.
  - **Complete BCH Help Manuals:** this link takes the user to a section in the Help System in which all training modules can be found for online reading, each of them organized into several web pages.
  - **Training Materials:** this link takes the user to a section in the Help System which provides access to all training materials available for download.

### 3.7.1 BCH Tutorials

This link in the help menu takes the user to the **BCH Tutorials** page, in which several tutorials are available for download in various languages. These tutorials have been designed for providing guidance on the basic features of the different BCH Sections.

The screenshot shows the 'BCH Tutorials' page with a navigation bar at the top. Below the navigation bar, there is a heading 'BCH Tutorials' and a note stating that the tutorials are composed of five modules. A link to the 'YouTube BCH Channel' is provided. A callout text says: 'Click below on the link corresponding to the format, language and module of the desired video:'

BCH Tutorial Modules	AVI (large size)	WMV (large size)	PPT (small size)
1. Common Features features that can be found on all of the BCH web pages	<a href="#">English 1</a> (22.2 Mb) <a href="#">Français 1</a> (27.6 Mb) <a href="#">Español 1</a> (31.0 Mb)	<a href="#">English 1</a> (24.6 Mb) <a href="#">Français 1</a> (27.9 Mb) <a href="#">Español 1</a> (31.0 Mb)	<a href="#">English 1</a> (0.7 Mb) <a href="#">Français 1</a> (0.6 Mb) <a href="#">Español 1</a> (0.6 Mb)
2. Text Pages features that can be found on the BCH homepage as well as in two sections named 'The BCH and The Protocol'	<a href="#">English 2</a> (19.0 Mb) <a href="#">Français 2</a> (26.6 Mb) <a href="#">Español 2</a> (28.0 Mb)	<a href="#">English 2</a> (22.3 Mb) <a href="#">Français 2</a> (27.6 Mb) <a href="#">Español 2</a> (29.2 Mb)	<a href="#">English 2</a> (0.7 Mb) <a href="#">Français 2</a> (0.8 Mb) <a href="#">Español 2</a> (0.8 Mb)
3. Finding Information how to search for information through the Finding Information section	<a href="#">English 3</a> (83.7 Mb) <a href="#">Français 3</a> (88.7 Mb) <a href="#">Español 3</a> (94.0 Mb)	<a href="#">English 3</a> (87.1 Mb) <a href="#">Français 3</a> (93.1 Mb) <a href="#">Español 3</a> (97.2 Mb)	<a href="#">English 3</a> (2.0 Mb) <a href="#">Français 3</a> (2.1 Mb) <a href="#">Español 3</a> (2.0 Mb)

On the right side of the page, there is a YouTube player embedded in a frame. The frame has a 'YouTube' logo and the text 'BCH channel'. Below the frame, it says 'Modules in English: [1] - [2] - [3a] - [3b] - [4a] - [4b] - [5]'. The YouTube player displays a video titled 'BCH Tutorial 1 English - Common Features'. The video player interface includes a play button, a progress bar showing '0.00 / 4:23', and other standard video controls.

Figure 61

### 3.7.2 FAQ

This link in the help menu takes the user to the **Frequently Asked Questions** (FAQ) page, which displays a collection of commonly asked questions on the BCH along with their answers. The answers provide links to articles in the Protocol and to other information available through the BCH.

The screenshot shows a web browser window with the BCH Central Portal. The title bar reads "Frequently Asked Questions (FAQs) on the BCH". The left sidebar has a "Help" menu with options like "Help on Help", "BCH Central Portal", "Complete BCH Help Manuals", "Training Materials", "BCH Tutorials", and "Frequently Asked Questions" (which is currently selected). The main content area displays a list of frequently asked questions under three categories: "A general overview of the BCH", "Searching information", and "Registering information". Each category contains several numbered links to detailed answers.

**Frequently Asked Questions (FAQs) on the BCH**

**Index**

**A general overview of the BCH**

- [1. What is the Biosafety Clearing-House \(BCH\)?](#)
- [2. What is the difference between the Biosafety Clearing-House \(BCH\) and the Clearing House Mechanism \(CHM\) of the CBD?](#)
- [3. What type of information is available in the BCH?](#)
- [4. What are country profiles?](#)
- [5. What are the "LMO", "Gene & DNA sequence" and "Organism" registries?](#)
- [6. What is the meaning of the different icons used in the BCH?](#)
- [7. What is the difference between the Scientific Bibliographic Database and the Biosafety Information Resource Centre?](#)

**Searching information**

- [8. How can I search the information contained in the BCH?](#)
- [9. How can I search for information by Record ID number?](#)
- [10. Where can I find information and formats on National Reports?](#)

**Registering information**

Figure 62