



Справочное руководство Краткая инструкция по Центру управления

RR06

Получение практических навыков работы с сайтом МПБ

Используйте свою учетную запись МПБ для получения практических навыков по регистрации информации на учебном сайте МПБ.

Адрес учебного сайта:

<https://bch.cbd.int/resources/trainingsite.shtml>

Доступ в Центр управления

Адрес:

<https://bch.cbd.int/managementcentre/>

The screenshot shows the Biosafety Clearing-House website. At the top, there is a navigation bar with links: Home, The BCH, The Protocol, Finding Information, **Registering Information** (highlighted with a red circle and arrow 1), Resources, and Help. Below the navigation bar, there is a section titled "Sign In to the Biosafety Clearing-House". This section contains two main options: "If you have a BCH account, please sign in now:" and "If you have forgotten your password: Request a new password". The first option includes fields for "Registered email address" and "Password", a "Remember me" checkbox, and a "Sign In" button (labeled with arrow 4). The second option includes a link to "Request a new password" (labeled with arrow 2). Below these options, there is a section titled "If you don't have a BCH account: Sign Up for a BCH Account" (labeled with arrow 3). At the bottom of the page, there is a section titled "Important Remarks" with text about the confidentiality of information submitted through the Management Centre.

1. Переход на страницу Центра управления
2. Восстановление пароля
3. Получение учетной записи МПБ
4. Вход в Центр управления

Ссылка «Регистрация информации» в навигационной панели для перехода на страницу Центра управления. Ссылка для восстановления своего пароля, следуя инструкциям на соответствующей странице Центра управления. Запрос на получение учетной записи МПБ путем заполнения соответствующей формы. Для входа введите адрес вашей электронной почты и пароль и нажмите на кнопку «Войти» (*Sign-in*)



Начальная страница Центра управления

Адрес:

<https://bch.cbd.int/managementcentre/>

The screenshot shows the BCH Management Centre interface. The top navigation bar includes links: Home, The BCH, The Protocol, Finding Information, Registering Information, Resources, Help, and a dropdown for Country Profiles. The left sidebar is divided into three sections: Management Centre (with links: Register a new record, Edit a published record, Edit a draft record, Record status, National Records Completeness), Personal Account (with links: My Profile, My Subscriptions, Password change, Sign Out), and Training Spaces (with links: Management, Hermes, Emergency contacts). The main content area is titled 'Management Centre - Registering Information' and includes a welcome message for user 'aby.xto@gmail.com'. It also contains a 'Training Site of the BCH' banner with a link to 'Go to the training site'. Below this, there is a section for 'Records requiring your review and validation prior to publication' with a table of records.

ID	Description	Status	Requested by/on
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1. Ввод новой информации (Register a new record)
2. Изменение существующей информации (Edit a published record)
3. Черновики (Edit a draft record)
4. Учебный сайт МПБ

Ссылка для ввода новых сведений.

Ссылка для внесения изменений в уже ранее введенную информацию

Ссылка для работы с черновиками своих записей.

Ссылка для перехода на Учебный сайт МПБ



Создание новых записей

Адрес:

<https://bch.cbd.int/managementcentre/register/>

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

Management Centre

- Register a new record
- Edit a published record
- Edit a draft record
- Record status
- National Records Completeness

Personal Account

- My Profile
- My Subscriptions
- Password change
- Sign Out

Administration

- National Authorized Users

Home | Management Centre | Register a new record

Register a new record

Instructions

From this page, registered users may submit new records in the BCH according to their role.

Please note the following:

- **Common formats** for the submission of the information are provided below in both *offline* and *online* formats. The *offline 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.
- **Users with limited internet access** may complete offline the common formats and submit them, duly signed, via email, to the Secretariat for registration on their behalf.
- **Records may be saved as drafts at any time** and be accessed from the draft section at a later date. Please ensure that your records are as accurate and complete as possible prior to publication.
- **Mandatory fields are marked with a red asterisk.** Records lacking mandatory information cannot be published and the missing mandatory information will be highlighted once the draft record is saved.

To begin drafting a new record, please select a Common Format from the lists below and click on the appropriate icon.

Sections

- [Registering National Records](#)
- [Registering Reference Records](#)

1

Registering National Records

(This section is made available only to BCH-NFPs and NAUs)

- Выбор типа вводимой информации** Выберите тип вводимой информации: Национальные сведения (National records) или Справочная информация (Reference records).



Registering National Records

(This section is made available only to BCH-NFPs and NAUs)

The submission of records in this category is restricted to Biosafety Clearing-House National Focal Points (BCH-NFPs) and National Authorized Users (NAUs). All records submitted by NAUs will be forwarded to the BCH-NFP for review and validation prior to publication (see [FAQs](#)).

Select a Common Format and click on the preferred language:

Common Format

2

Offline format

(Step 1: Gathering Information)

3

Online format

(Step 2: Submitting Information)

4

Second Regular National Report on the Implementation of the Cartagena Protocol on Biosafety

To be submitted no later than 30th September 2011; see note on [National Report](#) page

Ms Word format files; about 700 Kb



[Ar](#) | [En](#) | [Es](#) | [Fr](#) | [Ru](#) | [Zh](#)



Compressed archives (ZIP files), about 200 Kb



[Ar](#) | [En](#) | [Es](#) | [Fr](#) | [Ru](#) | [Zh](#)

National Focal Points

Cartagena Protocol on Biosafety (CPB-NFP), Biosafety Clearing-House (BCH-NFP) or Contact points for unintentional transboundary movements and emergency measures (Art. 17)



[Ar](#) | [En](#) | [Es](#) | [Fr](#) | [Ru](#) | [Zh](#)

[Explanatory note on the appointment of NFPs](#)

National Biosafety Website or Database



[Ar](#) | [En](#) | [Es](#) | [Fr](#) | [Ru](#) | [Zh](#)



Competent National Authority (Article 19.2)



[Ar](#) | [En](#) | [Es](#) | [Fr](#) | [Ru](#) | [Zh](#)



Biosafety Law, Regulation, Guidelines & Regional and International Agreements



[Ar](#) | [En](#) | [Es](#) | [Fr](#) | [Ru](#) | [Zh](#)



Country's Decision or any other Communication



[Ar](#) | [En](#) | [Es](#) | [Fr](#) | [Ru](#) | [Zh](#)



Risk Assessment Generated by a Regulatory Process



[Ar](#) | [En](#) | [Es](#) | [Fr](#) | [Ru](#) | [Zh](#)



Biosafety Expert (Decisions BS-I/4 and BS-IV/4)



[Ar](#) | [En](#) | [Es](#) | [Fr](#) | [Ru](#) | [Zh](#)




Report on the assignment undertaken by the Biosafety Expert



[Ar](#) | [En](#) | [Es](#) | [Fr](#) | [Ru](#) | [Zh](#)



2. Категория информации
3. Формы для работы в автономном режиме
4. Ввод сведений в режиме онлайн

Выберите категорию информации из предоставленного списка
Загрузите форму (common format) на нужном языке для сбора и подготовки информации или предоставления сведений в автономном режиме.
Используйте ссылку (пиктограмма ) в соответствующей категории информации для ввода сведений в режиме онлайн.



Изменение существующей информации

Адрес:

<https://bch.cbd.int/managementcentre/edit.shtml>

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

Management Centre

- Register a new record
- Edit a published record
- Edit a draft record
- Record status
- National Records Completeness

Personal Account

- My Profile
- My Subscriptions
- Password change
- Sign Out

Administration

- National Authorized Users

Home | **Management Centre** | Edit a published record

Edit a published record

Published records may be edited by registered users according to their specific rights to manage information in the BCH (see [FAQs](#)).

At any stage, documents may be saved as drafts and made available in the draft section for future use.

To edit a published record, select the category of the document you wish to edit and then the record.

Filter by record types: Results per page:

ID	Description	Status	Last modified by/on
9307	National Database or Website National Co-ordination Biosafety Centre National biosafety information resource	Published	juliana.costa@cbd.int/7331 2008-02-12 12:05 UTC+2
43654	National Focal Point Natalya Minchenko Cartagena Protocol on Biosafety National Focal Point, CBD National Focal Point	Published	bch@cbd.int 2011-04-26 19:00 UTC+2
47772	Law, Regulation or Guideline The Law of the Republic of Belarus "On Safety in Genetic Engineering Activities" All functions pursuant to the Cartagena Protocol on Biosafety	Published	biosafety.by@gmail.com 2012-02-28 17:04 UTC+2
47773	Law, Regulation or Guideline The Resolution of Council of Ministers of the Republic of Belarus "On Establishing National Co-ordination Biosafety Centre" Competent National Authorities and National Focal Points Information Sharing	Published	biosafety.by@gmail.com 2012-02-28 14:58 UTC+2
47774	Law, Regulation or Guideline The Law of the Republic of Belarus "On Accession of the Republic of Belarus to the Cartagena Protocol on Biosafety to the Convention on Biological Diversity" All functions pursuant to the Cartagena Protocol on Biosafety	Published	biosafety.by@gmail.com 2012-02-28 15:06 UTC+2
47775	Law, Regulation or Guideline The Resolution of the Council of Ministers of the Republic of Belarus "On Measures for Implementation of the Provisions of the Cartagena Protocol on Biosafety to the Convention on Biological Diversity" All functions pursuant to the Cartagena Protocol on Biosafety	Published	biosafety.by@gmail.com 2012-02-29 11:24 UTC+2

1 **Запись**

Используйте ссылку в описании записей для изменения существующей информации



Черновики

Адрес:

<https://bch.cbd.int/managementcentre/draftededit.shtml>

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

Management Centre

- Register a new record
- Edit a published record
- Edit a draft record
- Record status
- National Records Completeness

Personal Account

- My Profile
- My Subscriptions
- Password change
- Sign Out

Administration

- National Authorized Users

Edit a draft record

Draft records may be saved by registered users for any type of information according to their specific rights to manage information in the BCH.

From this page, registered users may edit or delete previously saved draft records. Records may be saved as drafts at any time and be accessed from the draft section at a later date.

National record drafts are shared among the BCH National Focal Point (BCH-NFP) and all National Authorized Users (NAUs) independently of the record owner.

To work on a draft record, please select the title of document from the table below.

Filter by record types: <All> (2) Results per page: 25

ID	Description	Status	Last edited by/on
103667	Law, Regulation or Guideline On Safety Requirements for Trial Fields and Other Objects Provided for Testing Nonpathogenic Genetically Engineered Organisms under their First Release into the Environment Intentional introduction into the environment (AIA)	Under Editing	aby.xto@gmail.com 2012-07-23 12:14 UTC+2
103668	Law, Regulation or Guideline On Approval of Instruction on Procedures of Testing Non-pathogenic Genetically Engineered Organisms under their Release into the Environment Intentional introduction into the environment (AIA)	Under Editing	aby.xto@gmail.com 2012-07-23 12:14 UTC+2

1 Запись

Выберите необходимый черновик для редактирования, используя ссылку в его описании, или

2 Удалить черновик

Удалите черновик, используя кнопку «Удалить» ("Delete")