

Service Request for 'Safe Deposit'

For NCMR Use Only

PRN:

Note: Not for Patent Purpose or Scientific Publications.**This is a fillable PDF file. You can type information directly into this file.**

IMPORTANT: Please read all 'Guidelines' carefully before sending the samples. Please refer to filled sample form available on our website to complete this form; for any assistance feel free to call us on +9120 25329000 (10.00 to 17.00 hrs, IST).

Data Related to the Isolate

Culture Type: Bacteria Archaea Fungi Plasmid

Taxonomic Designation: Genus: Species:

Strain Designation:

Source of Isolation (e. g. soil, lake water, leaf tissue):

Isolated By:

Date of Isolation:

Location of Source Village/ Town:

GPS Location:

of Isolation:

District:

State:

Country:

Is this Strain Pathogenic? Yes No Do Not Know. If Yes, is it to Humans Plants Animals Hazard Group: Group 1 Group 2 Do Not Know. See [ABSA](#), [WHO](#) and [LPSN](#) websites for more information.Did You Receive this Strain from other Investigator/Organization? Yes No

If yes, please mention name and organisation:

CBD Related Information

Please note that MCC may not accept your cultures without this Information.

See www.cbd.int for more details on CBD information.

Country of Origin:

Prior Informed Consent (PIC) taken? (Mandatory) Yes No Not Applicable

Authority/ Organisation who issued PIC:

Media and Growth Parameters

Media Name:

Manufacturer & Cat. No.

Composition (if custom made)^:

Optimum Growth Parameters: pH: Temperature (°C): Incubation Period:

Oxygen Requirement: Aerobic Anaerobic Microaerophilic

^Please attach separate sheet for additional and/ or special growth requirements and/or culture handling guidelines, if any.

Identification Data

16S rRNA gene/ ITS region/ LSU Sequencing Data: Yes No. If Yes, Accession Number:

Please email .ab1 files and contiguous sequence in FASTA format to assigned section in-charge mentioned in the ack. email.

FAME Analysis (Similarity Index):

BIOLOG System (Similarity Index):

API System (API NE/ API 50 CH/ API ZYM/ Vitek):

MALDI Analysis (Similarity Index):

Morphological, Biochemical & Other Characters: Please attach separate sheet.

Supplemental Information

Is the isolate a mutant? Yes No If yes, please attach separate sheet for its mutant characters.

Does this isolate harbour plasmid? Yes No Do Not Know

If Yes, please give its name and size (bp):

Recommendation for long term storage other than in liquid nitrogen, -80°C and by lyophilisation (Freeze drying):

Reference(s): 1.

2.

3.

4.

Update us with the DOI, PubMed ID or citation of an article(s) published related to this strain.

Depositor's Information

Name of Depositor:

The signing Person(s) Deposit(s): On the behalf of Legal Entity
 As a private Depositor

Postal Address:

Email Address:

Contact Number:

Date of Dispatch:

(Mandatory) I have read and understood terms related to 'Safe Deposit' and guidelines for culture dispatch.

Seal of the Institute

Date & Signature of Depositor/ Authorised Signatory

For NCMR Use Only

Date received: Ack. sent on: by:

Sub-cultured On: Viable/Non-Viable: Pure/ Mixed:

Sent for authentication on: Received on:

Identity: Checked by:

Preserved in LN2 on: In -80°C on: by:

Storage ID, LN2: Storage ID, -80°C: Well No:

MCC Accession Number: Communicated to Depositor On:

Database entry made on: by:

Remarks, if any:

National Centre for Microbial Resource

A national facility funded by the Department of Biotechnology (DBT), Government of India.

An affiliate member of the World Federation for Culture Collections (WFCC).

Registered with the World Data Centre for Microorganisms (WDCM, registration number 773).

Recognized by the World Intellectual Property Organization (WIPO), Geneva, Switzerland as an International Depository Authority (IDA) since April, 2011.

Ministry of Environment and Forests, Government of India has nominated MCC as a Designated National Repository for microorganisms under the Biological Diversity Act 2002 since July 2013.

National Centre for Microbial Resource

National Centre for Cell Science,
Sai Trinity Complex, Sus Road,
Pashan, Pune 411 021
Maharashtra, INDIA

Phone: +91 20 2532 9000

Fax: +91 20 2532 9001

E-mail: mcc@nccs.res.in

www.nccs.res.in

NCMR

राष्ट्रीय सूक्ष्मजीव संपदा केंद्र

General Guidelines for Sending the Cultures for 'Safe Deposit':

1. Bacterial, Archaeal or Fungal strains must be submitted in 'pure and viable' form on agar plates, slants or media stabs. They must be labelled properly with respective strain designation and date of inoculation. **Please note that we do not accept contaminated culture(s).** Please ship the cultures only after their visible growth has appeared.
2. Seal the agar plate/ slant tube/ stab vial with laboratory paraffin film and pack them appropriately to prevent any damage during transportation. It is important for biosafety reasons. **Please note that we do not accept damaged consignment.** You are requested to ensure thorough packaging of cultures. It is important that you use a shipper that provides tracking facility and is known for timely deliveries.
3. We accept cultures which can be handled under BSL-1 and BSL-2 facility only. You are requested to visit ABSA, WHO and LPSN website for more details.
4. Cultures from private addresses will not be accepted. It is requested to send the cultures through proper channel and must be signed by the department head or advisor.
5. Please enclose a printed filled-in copy of this form (**Page 1 and 2 only**) along with your samples.
6. For post-receipt sample status, please contact assigned section in-charge and include the Processing Reference Number (PRN) of the culture(s) as mentioned in the acknowledgment email sent by Service coordinator.
7. **Communication related to PRN (status or sending results) will be done only with email provided in the form.**

Terms and Conditions:

1. NCMR will preserve the culture for a period of **one year** by at least two methods. At the end of one year, the depositor will have the option of either to continue the storage for one more year by paying required fee. In case of discontinuity, You may request NCMR to destroy the culture or make it available in the public domain. In case the depositor fails to exercise any of the above options at the end of one year, NCMR will destroy the culture and re-lated accession number(s) assigned to the culture(s). NCMR will not entertain any queries on destroyed culture(s) from the depositor.
2. In the event of any accidental loss of the culture which is beyond control of NCMR, the depositor will be requested to furnish culture again and no charges will be applicable in this situation.
3. All the cultures submitted to NCMR for safe deposit remains the property of the depositor. NCMR will not release the culture(s) or use it in any way unless specifically requested by the depositor. Depositor requires to pay the fees for accessing the cultures from NCMR, if asked for second time.
4. MCC only ensures that the culture is preserved in viable and pure form. It has no mechanism to verify and ensure the biological activity of the culture. Also, NCMR has no authority of assessing the commercial value of cultures under safe deposit.
5. Information received by NCMR on cultures submitted for safe deposit will be maintained in confidence. Access to this information, as well as the location of the stored culture is limited to authorised personnel only. Culture will be released to third party only after the prior written permission from the depositor.