

Service Request for 'General Deposit' of Bacteria,
Archaea or Fungi

For NCMR Use Only

PRN:

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 of Isolation: Village/ Town: _____

GPS Location: _____

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: _____

Is this strain available in any other culture collection? Yes No Do Not Know

If Yes, Please mention Accession Number(s): _____

CBD Related Information

Please note that NCMR 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: _____

Growth Parameters and Media

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 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):

Special Usage/ Application/ Features:

Reference(s): 1.
2.
3.
4.
5.

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

Do you wish to describe this strain as a new taxon? Yes No

Depositor's Information

Name of Depositor:

Postal Address:

PIN Code:

Email Address:

Contact Number:

Date of Dispatch:

(Mandatory) I authorise NCMR to accession the strain and deposit it in 'General Deposit'. I understand that this strain will be made available to public thereafter. I read and agree to the terms and conditions mentioned in the Material/ Modification Accession Agreement (MAA) available on NCMR-NCCS website.

Seal of the Institute

Date & Signature of Depositor/ Authorised Signatory

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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 -80°C on: In LN2 on: by:

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

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

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राष्ट्रीय सूक्ष्मजीव संपदा केंद्र

General Guidelines for Sending the Cultures for 'General 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 isolate ID 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. If you have submitted same culture(s) for other services offered at NCMR, please note that separate communication will be maintained by respective section in-charge under separate Processing Reference Number (PRN).
6. Please enclose a printed filled-in copy of this form (**Page 1 and 2 only**) along with your samples.
7. 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, NCMR.
8. **Communication related to PRN (status or sending results) will be done only with email provided in the form.**

Please visit NCMR website for more details on other deposit services, such as 'Safe' and 'Patent' (under IDA) and identification services such as DNA Se-quencing, MALDI, FAME, DDH and more!