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## WORLD FEDERATION FOR CULTURE COLLECTIONS

Number 30 July 1999

An Interdisciplinary Commission of the International Union of Biological Sciences and the International Union of Microbiological Societies

### WFCC EXECUTIVE BOARD

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### *Editor Newsletter*

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**WFCC COMMITTEES**

<p><b>Committee on Biodiversity</b>  <i>Chair:</i> Mrs. Barbara Kirsop        Stainfield House        Stainfield, Bourne, Lincolnshire PE10 0RS, UK        Tel: +44 1778 570618; Fax: +44 1778 570175        Email: bio@biostrat.demon.co.uk</p>	<p><b>Committee on Endangered Culture Collections</b>  <i>Chair:</i> Dr. Maija-Liisa Suihko        VTT, Biotechnology and Food Research        P.O. Box 1501, 02044 VTT, Finland        Tel: +358 9 4565133; Fax: +358 9 4552028        Email: maija-liisa.suihko@vtt.fi</p>
<p><b>Committee on Education and Capacity Building</b>  <i>Chair:</i> Dr. Nina Gunde-Cimerman        Culture Collection of Fungi (MZKI)        National Institute of Chemistry        Hajdrihova 19, 61115 Ljubljana, Slovenia        Tel: +386 61 176 03 35; Fax: +386 61 125 92 44        Email: nina.gunde.cimerman@ki.si</p>	<p><b>Committee on Publications and Publicity</b>  <i>Chair:</i> Dr. Robert Samson        Centraalbureau voor Schimmelcultures        P.O. Box 273        3740 AG Baarn, The Netherland        Tel: +31 3554 81211; Fax: +31 3554 16142        Email: samson@cbs.knaw.nl</p>
<p><b>Committee on Patents</b>  <i>Chair:</i> Dr. Dagmar Fritze        DSMZ-Deutsche Sammlung von Mikroorganismen und Zellkulturen GmbH        Mascheroder Weg 1b        38124 Braunschweig, Germany        Tel: +49 531 2616 254; Fax: +49 531 2616 418        Email: dfr@dsmz.de</p>	<p><b>Committee on Postal, Quarantine and Safety Regulations</b>  <i>Chair:</i> Dr. D. Smith        CABI BIOSCIENCE UK Centre (Egham)        Bakeham Lane        Egham        Surrey TW20 9TY, UK        Tel: +44 1784 470 111; Fax: +44 1784 470 909        Email: d.smith@cabi.org</p>
<p style="text-align: center;"><b>Committee on World Data Centre for Microorganisms</b></p> <p style="text-align: center;"><i>Chair:</i> Dr. Lindsay Sly        Australian Collection of Microorganisms        Centre for Bacterial Diversity and Identification        Department of Microbiology University of Queensland        St. Lucia 4067, Brisbane, Australia        Tel: +61 7 365 4617; Fax: +61 7 365 4620        Email: sly@biosci.uq.edu.au</p>	

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## WFCC Matters

Visit the WFCC and WDCM Homepages

THE WORLD FEDERATION FOR CULTURE COLLECTIONS (WFCC)

a Network of Specialist Microbiologists

<http://www.wfcc.nig.ac.jp/>

About WFCC  
 What's New  
 WFCC Executive Board  
 Committees and Activities  
 Statutes and Bylaws  
 Membership

Discussion List  
 Skerman Price  
 Publications - Books, Reports, Newsletters  
 Workshops and Conferences  
 Links

WFCC WORLD DATA CENTRE FOR MICROORGANISMS (WDCM)

<http://wdcn.nig.ac.jp/>

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## Proposed Revision of the WFCC Statutes

(Proposed deletions have a ~~strike through~~)

(Proposed additions are underlined)

### Preamble

For some time the Executive Board of the WFCC has been aware of the need to update and amend the Statutes and Bylaws in order to reflect the development of the WFCC and its relationship with the membership and other relevant organizations. In addition, it was felt that rewording of some passages of text would help to clarify the intent and, of some Articles, remove ambiguity, and make them easier to interpret. Further, the Executive Board felt that it was appropriate to reword a number of the Articles to make them gender neutral in accordance with expectations in the 1990s and the future.

The last update of the WFCC Statutes and Bylaws was made in 1984 under the supervision of Dr. Ivan Bousfield and the complete revised text was published in the WFCC Newsletter No 9 (July 1984).

The following draft revision was prepared by Dr. Lindsay Sly (WFCC Past President) and Dr. Dagmar Fritze (WFCC Vice President) and approved by the Federation Officers.

As provided for in Bylaw G in the present Statutes, you are now given the opportunity to review and comment on the proposed changes. Please send your comments to Dr. Sly (e-mail: [sly@biosci.uq.edu.au](mailto:sly@biosci.uq.edu.au)) with a copy to Dr. Fritze (e-mail: [df@dsmz.de](mailto:df@dsmz.de)) so that the Executive Board can assess the level of support for the changes and incorporate any further suggested changes into the proposed revised Statutes. It is expected that a postal ballot will be conducted towards the end of the year. If consent among members is achieved in time, the outcome of the ballot will be announced in the July 2000 WFCC Newsletter and at the next General Assembly during ICC-9 in Brisbane.

## STATUTES

**Article I: Name.** The name of the organization shall be the World Federation for Culture Collections (hereinafter referred to as the Federation or as the WFCC).

No change proposed.

**Article II: Purpose.** The purpose of the Federation is to promote activities that support the interests of culture collections and their users.

No change proposed.

**Article III: Structure.** The Federation is a Multidisciplinary Commission of the International Union of Biological Sciences and a Federation within the structure of the International Union of Microbiological Societies. It seeks the sponsorship, on appropriate activities, of other international non-governmental organizations, including the FAO, UNEP, UNESCO, UNIDO, WHO, and UNEP/UNESCO/ICRO Panel on Microbiology.

No change proposed.

**Article IV: Functions and Activities.** The functions and management of the Federation are determined by the Statutes and Bylaws. The activities of the Federation are conducted under the authority of the

General Assembly, which is composed of all members of the Federation. The Executive Board of the Federation (EBWFCC) administers decisions of the General Assembly between successive General Assemblies.

No change proposed.

Article V: Headquarters. The official headquarters of the WFCC is the office of the Secretary of the Federation.

No change proposed.

Article VI: Objectives. The general objectives of the Federation are:  
to establish effective liaison between persons and organizations concerned with culture collections and between them and the users of cultures;  
to encourage the study of procedures for the isolation, culture, characterization, conservation, and distribution of microorganisms and to publicize those procedures;

3. to promote the training of personnel in the operation of culture collections;  
to promote the establishment of a world network of data services concerned with the location of, and information about, microorganisms maintained in culture collections and to publish derivative information in the form of a world directory of collections, lists of species maintained therein, and related documents;

5. to promote and aid the establishment of culture collections;  
to promote the establishment of special reference collections and identification services, and to aid existing identification services;

7. to establish official means of communication among culture collections, their personnel, their users, and related organizations;  
to organize conferences and symposia on topics and problems of common interest;

9. to attempt solutions of problems of distribution of cultures of microorganisms that may arise through postal regulations, quarantine rules, patent laws, public health problems, and other factors of international importance;  
to attempt to provide for the perpetuation of important collections and cultures;  
to make recommendations through sponsoring organizations to national and international organizations on any question within these terms of reference when, in the judgement of the Federation, this is desirable or necessary.

No change proposed.

Article VII: Membership. The Federation consists of members. In addition to Ordinary individual members, there may be Honorary, Sustaining, Affiliate, and Adherent members. Membership shall not be on a national basis, nor shall there be any restriction on the numbers of members from any one nation or institution.

1. Ordinary. Any individual with a declared interest in culture collection activities is eligible to membership.

Honorary/Life. An individual may be elected to the life tenure of Honorary/Life membership after long productive service to the Federation in executive and committee work and on the recommendation of the Executive Board.

3. Sustaining. An individual or organization may be accepted as a Sustaining member usually on the basis of extraordinary support of the objectives and activities of the Federation. Any member of the Federation may recommend any individual or organization for acceptance by the Federation as a Sustaining member. Such recommendations shall be made in writing to the Secretary of the WFCC and shall be considered by the Executive Board of the WFCC which shall determine admission.

Affiliate. Any culture collection may become an Affiliate member if it meets standards established by the Federation. A Collaborating Affiliate conforms to all standards set by the WFCC; an Associated Affiliate conforms to a specific restricted portion of the standards. See Bylaw E: Standards for Culture Collections admitted as Affiliates of the World Federation for Culture Collections. Each Affiliate shall designate one of its staff to represent the Affiliate in the Federation.

5. Adherent. Any national or regional federation of culture collections, national committee, or similar international organization have interests in culture collection activities may become an Adherent member of the WFCC.

Proposed change to:

Article VII: Membership. The Federation consists of various classes of members. In addition to Ordinary individual members, there may be Honorary/Life, Sustaining, Affiliate Collection, and Affiliate Organisation and Adherent members. ~~Membership shall not be on a national basis, nor shall~~ There shall be no any restriction on the numbers of members from any one nation or institution.

Affiliate Collection. Any culture collection including service and research collections which conforms to the current standards of the WFCC may become an Affiliate member (See Bylaw E: Standards for Culture Collections admitted as Affiliate Collections of the World Federation for Culture Collections). An Affiliate Collection is authorized to use the title *Affiliate Collection of the World Federation for Culture Collections* and to use the designated logo designed for this purpose. Each Affiliate Collection shall designate one of its staff members to represent the Affiliate in the Federation.

Affiliate Organisation. Any national or regional federation of culture collections, national committee, or similar organization with interests in culture collection activities at a national or regional level and approved by the EBWFCC may become an Affiliate Organisation of the WFCC. An Affiliate Organisation is authorized to use the title *Affiliate Member of the World Federation for Culture Collections* and to use the designated logo designed for this purpose. Each Affiliate shall designate a delegate to represent the Affiliate in the Federation.

3. Ordinary. Any individual with a declared interest in culture collection activities is eligible ~~to~~ for membership.

Sustaining. An individual or organization may be accepted as a Sustaining member usually on the basis of extraordinary support of the objectives and activities of the Federation. Any member of the Federation may recommend any individual or organization for acceptance by the Federation as a Sustaining member. Such recommendations shall be made in writing to the Secretary of the WFCC and shall be considered by the Executive Board of the WFCC which shall determine admission.

5. Honorary/Life. An individual member or designated delegate may be elected to the life tenure of Honorary/Life membership after long productive service to the Federation in executive and committee work, and/ or outstanding professional contributions to culture collections, and on the recommendation of the Executive Board.

~~Affiliate. Any culture collection may become an Affiliate member if it meets standards established by the Federation. A Collaborating Affiliate conforms to all standards set by the WFCC; an Associated Affiliate conforms to a specific restricted portion of the standards. See Bylaw E: Standards for Culture Collections admitted as Affiliates of the World Federation for Culture Collections. Each Affiliate shall designate one of its staff to represent the Affiliate in the Federation.~~

~~Adherent. Any national or regional federation of culture collections, national committee, or similar international organization have interests in culture collection activities may become an Adherent member of the WFCC.~~

Article VIII: Membership Application and Termination. Application for membership in any category recognized by the Federation should be on a form available from the Secretary, and the Treasurer. Application for Ordinary, Sustaining, and Affiliate membership should be made directly to the Treasurer and should be accompanied by an initial subscription for one year. Adherent applications should be made to the Secretary. An official register of active members in all categories will be maintained in the Headquarters of the Federation. Membership may be terminated by written notice from a member to the Secretary, by failure to pay subscriptions for two successive years or by a majority vote of the Executive Board for reasons of which the member shall be given notice in writing at least six months prior to the date upon which the vote is taken.

Proposed changes to:

Article VIII: Membership Application and Termination. Application for membership in any category recognized by the Federation should be on a form available from the WFCC Home Page, Secretary, and the Treasurer. Application for Ordinary, Sustaining, and Affiliate membership should be made directly to the Treasurer and should be accompanied by an initial subscription for one year. ~~Adherent applications should be made to the Secretary.~~ An official register of active members in all categories will be maintained in the Headquarters of the Federation. Membership may be terminated by written notice from a member to the Secretary, by failure to pay subscriptions for two successive years or by a majority vote of the Executive Board for reasons of which the member shall be given notice in writing at least six months prior to the date upon which the vote is taken.

Article IX: Subscriptions and Donations. Some categories of membership are maintained in an active state through payment of appropriate annual subscriptions to the Federation. The several levels of subscriptions are determined by the Federation on the advice of the Executive Board. Subscriptions are varied according to economic status of members. The classes of subscription are defined in Bylaw D.

Members may elect to subscribe above the annual minimum rate according to their individual means. The Federation may receive donations to the general Treasury of the Federation or for the specific activities of the WFCC approved by the Executive Board. All subscriptions and donations shall be forwarded to the Treasurer of the Federation.

Proposed changes to:

Article IX: Subscriptions and Donations. Some categories of membership are maintained in an active state through payment of appropriate annual subscriptions to the Federation. The several levels of subscriptions are determined by the Federation on the advice of the Executive Board. Subscriptions are may be varied according to the economic status of members. The classes of subscription are defined in Bylaw D.

Members may elect to subscribe above the annual minimum rate according to their individual means. The Federation may receive donations to the general Treasury of the Federation or for the specific activities of the WFCC approved by the Executive Board. All subscriptions and donations shall be forwarded to the Treasurer of the Federation.

Article X: Rights and Privileges of Membership. All members:

have full participation in the affairs of the Federation, including the right to vote by proxy, except as otherwise specifically stated in the Statutes and Bylaws;

2. receive a list of all publications of the Federation and a copy of certain publications of general interest; receive a copy of all publications of the Federation which are requested by the member, either gratis or at a privileged rate determined by the economic position of the Federation.

No changes proposed.

Article XI: Obligations of Membership (Restrictions). No member shall use his their connection with the Federation to further his their own interests or those of his their own or any other organization, except as is provided for in the Statutes and Bylaws.

No publication of the Federation shall bear an indication of sponsorship by any organization or institution other than those listed in Article III of the Statutes, except for an acknowledgment of financial assistance.

No publication of the Federation shall bear an indication of sponsorship by any organization or institution other than those listed as provided for in Article III of the Statutes, except for an acknowledgment of financial assistance or collaboration in joint programs for the furtherance of WFCC objectives. Commercial advertising is permitted in WFCC publications provided that it is accompanied by a statement disclaiming endorsement of the product or claims by the advertiser.

The Federation is not responsible for the utterances or acts of any member unauthorized by the General Assembly or the Executive Board.

Proposed change to:

Article XI: Obligations of Membership. No member shall use his their connection with the Federation to further his their own interests or those of his their own or any other organization, except as is provided for in the Statutes and Bylaws.

~~No publication of the Federation shall bear an indication of sponsorship by any organization or institution other than those listed in Article III of the Statutes, except for an acknowledgment of financial assistance.~~

No publication of the Federation shall bear an indication of sponsorship by any organization or institution other than ~~those listed as provided for~~ in Article III of the Statutes, except for an acknowledgment of financial assistance or collaboration in joint programs for the furtherance of WFCC objectives. Commercial advertising is permitted in WFCC publications provided that it is accompanied by a statement disclaiming endorsement of the product or claims by the advertiser.

The Federation is not responsible for the utterances or acts of any member unauthorized by the General Assembly or the Executive Board.

Article XII: Executive Board. The Executive Board shall consist of eight elected members and four co-opted members. The Director of the World Data Center and the Editor of the Newsletter shall be ex officio members of the Board. The President, Vice-President and six members shall be elected by the following procedure:

not less than one year before the announced date of the next General Assembly, the President shall appoint a Nominations Committee to draw up a list of candidates for the elected members of the Executive Board.

not more than two months after appointment, the Nominations committee shall send the list to the President, with appropriate biographical information and written assurances that the nominees will serve if elected.

not less than nine months before the announced date of the next General Assembly, the Secretary will mail the list to the membership and request that any additional nominations be submitted within two months of the mailing. Any additional nominee shall be proposed by two members and the nomination shall be accompanied by a written assurance of willingness to serve if elected. Only actively subscribing members and official designates of Affiliate Members are eligible for election.

Six months before the announced date of the next General Assembly, the Secretary will send out the final list of nominations and ballot papers. On their return the ballots will be counted and the results announced at the next General Assembly.

An additional four Members shall be chosen from the members of the Federation by the eight members already elected by the General Assembly.

The Director of the World Data Center for Microorganisms shall be ex officio, a member of the Board. The membership of the Board shall reflect the interests of the Federation.

Members of the Executive Board serve one term but are eligible for re-election, except that a Member who has served continuously through two terms shall not be eligible for re-election until one term has elapsed. The Secretary and the Treasurer shall be appointed from and by the Board.

Vacancies on the Executive Board that occur between meetings of the General Assembly may be filled by the remaining members of the Board from among the membership of the Federation. Such co-opted Members shall retire at the next meeting of the General Assembly but shall be eligible immediately for nomination as Executive Board members.

The word 'term' refers to the time elapsing between successive meetings of the General Assembly.

Proposed change to:

Article XII: Executive Board. The Executive Board shall consist of eight elected members and four co-opted appointed members. The Past-President, the Director of the WFCC World Data Center on Microorganisms, and the Editor of the WFCC Newsletter shall be *ex officio* members of the Board. The President, Vice-President and six members shall be elected by the following procedure:

not less than one year before the announced date of the next General Assembly, the President shall appoint a Nominations Committee to draw up a list of candidates for the elected members of the Executive Board.

not more than two months after appointment, the Nominations Committee shall send the list to the President, with appropriate biographical information and written assurances that the nominees will serve if elected.

not less than nine months before the announced date of the next General Assembly, the Secretary will mail the list to the membership and request that any additional nominations be submitted within two months of the mailing. Any additional nominee shall be proposed by two members and the nomination shall be accompanied by a written assurance of willingness to serve if elected. Only actively subscribing members and official designates of Affiliate Members (Affiliate Collections and Affiliate Organisations) are eligible for election.

Six months before the announced date of the next General Assembly, the Secretary will send out the final list



of nominations and ballot papers. On their return the ballots will be counted by the Chair of the Nominations Committee and verified by an independent auditor and the results announced at the next General Assembly. Members will be elected according to a simple majority of votes cast.

An additional four members shall be chosen appointed from the members of the Federation by the eight members of the Executive Board already elected by the General Assembly to reflect the interests of the Federation and to provide a balance of international representation and expertise on the Board.

The Director of the World Data Center for Microorganisms shall be *ex officio*, a member of the Board.

The membership of the Board shall reflect the interests of the Federation.

Elected members of the Executive Board may serve two consecutive terms ~~serve one term but are eligible for re-election except that~~ An elected member who has served continuously through two terms shall not be eligible for re-election until one term has elapsed, except that such members may be eligible for election as President or Vice-President of the Federation. The Secretary and the Treasurer shall be appointed from and by the Board. An elected member of the Executive Board who is ineligible to continue in the office of Secretary or Treasurer may continue in such office as an appointed member of the Board.

Vacancies on the Executive Board that occur between meetings of the General Assembly may be filled by the remaining members of the Board from among the membership of the Federation. Such co-opted Members shall retire at the next meeting of the General Assembly but shall be eligible immediately for nomination as Executive Board members.

The word 'term' refers to the time elapsing between successive meetings of the General Assembly.

Article XIII: Officers of the Executive Board. The officers of the EBWFCC shall be a President, a Vice-President, a Secretary, and a Treasurer. Offices may be combined temporarily at the discretion of the Board.

The officers of the Executive Board shall be the officers of the Federation.

The officers of the Executive Board shall retire at the close of the meeting of a General Assembly. They are eligible for re-election for a further term, provided that they remain as members of the Executive Board. No elected officer may serve in the same office on the Executive Board for more than two consecutive terms.

Proposed change to:

Article XIII: Officers of the Executive Board. The officers of the EBWFCC shall be a President, a Vice-President, a Secretary, and a Treasurer. Offices may be combined temporarily at the discretion of the Board.

The officers of the Executive Board shall be the officers of the Federation.

The officers of the Executive Board shall retire at the close of the meeting of a General Assembly. They are eligible for re-election for a further term, provided that they ~~remain as members of the Executive Board~~ meet the criteria given in Article XII. ~~No elected officer may serve in the same office on the Executive Board for more than two consecutive terms.~~

Article XIV: Duties of the EBWFCC and its Officers. The Executive Board shall supervise the work of the Federation, execute decisions of the General Assembly, and in general promote the objectives of the Federation.

The President shall preside at meetings of the General Assembly of the Federation and at meetings of the Executive Board.

The Vice-President shall perform the duties and shall exercise the powers of the President during any period of absence or incapacitation of the President.

The Secretary shall record the minutes of meetings of the General Assembly and of the Executive Board. He shall arrange for the publication of the Minutes of the General Assembly within 6 calendar months of the close of each conference of the WFCC. He shall arrange for the distribution of the Minutes of the EBWFCC to its members within 6 months of the conclusion of the Board meetings. He shall be responsible in general for the maintenance of effective liaison among the Executive Board, sponsoring organizations, and the several categories of members of the Federation. He shall prepare the Report of the Executive Board for presentation to the General Assembly at each of its meetings. The Secretary shall be responsible for conducting the ballot for the election of Board members according to Article XII of the Statutes.

The Treasurer shall be responsible for the administration of the finances of the Federation. He is authorized to receive monies on behalf of the Federation and to pay such debts as are incurred in the work of the Federation. He shall furnish an audited balance sheet to the Executive Board annually and shall present a financial report and audited balance sheet to the General Assembly at each of its meetings.

Proposed change to:

Article XIV: Duties of the EBWFCC and its Officers. The Executive Board shall supervise the work of the Federation, execute decisions of the General Assembly, and in general promote the objectives of the Federation.

The President shall preside at meetings of the General Assembly of the Federation and at meetings of the Executive Board.

The Vice-President shall perform the duties and shall exercise the powers of the President during any period of absence or incapacitation of the President.

The duties of the Secretary shall include recording of the minutes of meetings of the General Assembly and of the Executive Board, ~~He shall arrange for the publication of the Minutes of the General Assembly within 6 calendar months of the close of each conference of the WFCC, He shall arrange for the distribution of the Minutes of the EBWFCC to its members within 6 months of the conclusion of the Board meetings, He shall be~~ and responsibility in general for the maintenance of effective liaison among the Executive Board, sponsoring organizations, and the several categories of members of the Federation. ~~He~~ The Secretary shall prepare the Report of the Executive Board for presentation to the General Assembly at each of its meetings, and ~~The Secretary shall~~ be responsible for conducting the ballot for the election of Board members according to Article XII of the Statutes.

The Treasurer shall be responsible for the administration of the finances of the Federation, and He is authorized to receive monies on behalf of the Federation and to pay such debts as are incurred in the work of the Federation. ~~He~~ The Treasurer shall furnish an audited balance sheet to the Executive Board annually and shall present a financial report and audited balance sheet to the General Assembly at each of its meetings.

Article XV: Signatures and Certification of Documents. Contracts and legal documents, other than cheques, shall be signed by the President and one other member of the Executive Board, after approval of the Executive Board.

Payment of accounts and other disbursement of Federation funds shall be on Federation embossed cheques and shall require the signature of the Treasurer only.

Proposed change to:

Article XV: Signatures and Certification of Documents. Contracts and legal documents, other than cheques, shall be signed by the President and one other member of the Executive Board, after approval of by the Executive Board. The payment of accounts and other disbursement of Federation funds shall be on Federation embossed cheques and shall require the signature of the Treasurer only.

Article XVI: Meetings and Quorums. An ordinary meetings of the members of the Federation is called the General Assembly and General Assemblies shall be held during the International Congress for Culture Collections at intervals of not more than four years and at times and places determined by the Executive Board. Extraordinary meetings of the General Assembly may be held at any time determined by the Executive Board, but not sooner than six months after issue of notices to the membership.

The Executive Board shall meet prior to each meeting of the General Assembly and at such other times and places as may be agreed upon by members of the Executive Board.

Sponsoring organizations shall be invited officially to send observers to all meetings of the General Assembly. Official observers may be invited by the Executive Board to attend its meetings in whole or in part.

A quorum for transacting business at any General Assembly shall be two-thirds of the members registered for the assembly. All decisions shall be by simple majority of votes cast, including those of members present and those transmitted by recognized proxies, except that one-third of the members present can call for a postal ballot vote by all members on any agenda item.

A quorum for transacting business in any meeting of the Executive Board is two-thirds of the EBWFCC membership.

Proposed change to:

Article XVI: Meetings and Quorums. An ordinary meeting of the members of the Federation is called the General Assembly and General Assemblies shall be held during the International Congress for Culture Collections at intervals of not more than four years and or at times and places determined by the Executive Board. Extraordinary meetings of the General Assembly may be held at any time determined by the Executive

Board, but not sooner than six months after issue of notices to the membership.

The Executive Board shall meet prior to each meeting of the General Assembly and at such other times and places as may be agreed upon by members of the Executive Board.

Sponsoring organizations shall be invited officially to send observers to all meetings of the General Assembly. Official observers may be invited by the Executive Board to attend its meetings in whole or in part.

A quorum for transacting business at any General Assembly shall be two-thirds of the members registered for the assembly. All decisions shall be by a simple majority of votes cast, including those of members present and those transmitted by recognized proxies, except that one-third of the members present can call for a postal ballot vote by all members on any agenda item. In the case of a quorum not being attained, the President may notify the General Assembly members that the meeting is adjourned to a later time, and if again a quorum is not attained, the members present shall constitute the quorum.

A quorum for transacting business in any meeting of the Executive Board is two-thirds of the EBWFCC membership.

Article XVII: Appeals. Appeals against any decision of the General Assembly or of the Executive Board acting for the Federation may be made in writing to the Secretary by a minimum of ten members of the Federation. The Secretary shall submit such appeals to the next General Assembly. Where appeals are against a decision of the General Assembly such appeals may be accompanied by a recommendation from the Executive Board. Recommendations for action on such appeals made by the General Assembly shall be submitted to postal ballot of all members of the Federation.

No changes proposed.

Article XVIII: Committees. The Executive Board shall establish such committees as may be requested by the General Assembly and, between assemblies, such *ad hoc* committees as may be necessary for the effective management of Federation affairs. The Executive Board shall determine the terms of reference of each committee unless these are otherwise defined by the General Assembly.

The Executive Board shall have the option of selecting the Chairman of each committee or of delegating the choice to the committee itself. Other officers, if any, within each committee shall be chosen by the committee from among its own membership.

The EBWFCC shall have the power to dissolve any committee when, in the opinion of the Board, the task of the committee has been accomplished or when the committee has ceased to function effectively. In the latter case, the Board may reconstitute the committee and report its action to the next meeting of the General Assembly.

Each committee shall present a report through the Secretary to the Executive Board six months in advance of a General Assembly for presentation at the Assembly.

All committees are dissolved at the time of the Business Meeting of each General Assembly. The new Executive Board formed during the General Assembly assesses the value and function of each committee and, within the guidelines of the Assembly, reconstitutes committees or not, with the same or different memberships.

No changes proposed.

Article XIX: Amendment of Statutes. Changes and additions in the body of Statutes are accomplished in the manner specified in Bylaw G: Amendment of Statutes and Bylaws.

No changes proposed

- End of document -

The WFCC Bylaws will be revised after approval of the Statutes by the membership!

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## GUIDELINES

### FOR THE ESTABLISHMENT AND OPERATION OF COLLECTIONS OF CULTURES OF MICROORGANISMS

2<sup>nd</sup> Edition

World Federation for Culture Collections, June 1999

Revised by the WFCC Executive Board

ISBN 92 9109 043 3

From the preface:

The increasing demands on culture collections for authenticated, reliable biological material and associated information have paralleled the growth of biotechnology. More recently, worldwide recognition of the need to conserve the microbial gene pool for future study and exploitation by mankind has highlighted the need for centres of expertise in culture isolation, maintenance, identification and taxonomy. The Convention on Biological Diversity places additional demands on culture collections in terms of conservation and capacity building.

These demands have alerted the WFCC to the need for providing recommendations for good practice in culture collections so that new collections have guidance and existing collections have approved standards of operation to adhere to or endeavour to attain. As a result, the Federation has prepared these guidelines for use by all culture collections, whether major service collections or smaller research collections, with the purpose of promoting high standards of operation in all microbial resource centres.

It is hoped that the Guidelines prove valuable and encouraging. The WFCC wishes to emphasise that high standards of scientific service can be achieved in laboratories with modest resources and sophisticated equipment is not a prerequisite for good microbiological practice; the principles listed in the Guidelines may be applied to any culture collection regardless of size or economic standing.

Our thanks are extended to members of the WFCC Executive Board and Committees for their time and effort.

Vanderlei Canhos,  
President WFCC

#### EXECUTIVE SUMMARY

The Guidelines describe:

The aims of culture collections

The services they provide to the international scientific community in terms of resources, information and specialist skills

The long-term support needed to enable them to provide these professional services, including appropriate operational facilities, staff levels to allow operation at a high standard, well trained staff with research expertise related to the aims of the collection

The contributions made by collections to the research knowledge base in terms of taxonomic studies, preservation, growth and handling procedures and other linked areas

The capability of collections to meet all relevant national and international regulations concerning the

control, transportation and health and safety aspects of resource handling and distribution

The need to provide support and training in capacity building on a global basis

The need for international collaboration to enhance the value and quality of biological resources

References and Web sites

For copies and information contact Dr. Alan Doyle, Secretary WFCC, The Wellcome Trust, 183 Euston Road, London NW1 2BE, United Kingdom (Tel: + 44 171 611-8248; Fax: +44 171 611-7277; E-mail: a.doyle@wellcome.ac.uk).

For the online version please check the WFCC homepage at <http://www.wfcc.nig.ac.jp/>

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## WFCC Committee on Postal, Quarantine and Safety Regulations:

### Culture Collections and the law - Update on WFCC committee activities

D. Smith (Chair)

The WFCC Committee on Postal, Quarantine and Safety Regulations has been actively seeking information on the current status of the ever changing legislation, rules and regulations that affect the activities of culture collections. This is an enormous task and almost impossible to keep up with. We should be particularly grateful for the hard work of Christine Rohde (DSMZ, Germany) for her never relenting activity seeking and relaying information. One of the key efforts this year was the publication of the paper *Handling and distribution of micro-organisms and the law* to disseminate information on our legal responsibilities while collecting and distributing microorganisms (Smith, D. Rohde, C. & Holmes, B. (1999). *Microbiology Today* 26, 14-16). A fuller version of this paper is available on the Society for General Microbiology web site, this will be periodically updated (<http://www.socgenmicrobiol.org.uk>).

The DSMZ-Deutsche Sammlung von Mikroorganismen und Zellkulturen GmbH continues to produce updated versions of their brochure *Shipping of infectious, non-infectious and genetically modified biological materials, International Regulations*. The DSMZ has collected all relevant guidelines for the shipping of microorganisms and updates it on a regular basis, this is available on the DSMZ web-site: <http://www.gbf.de/dsmz/shipping/shipping.html>. This is a valuable source of information to aid collections meet their shipping regulation responsibilities.

The International Air Transport Association (IATA) Dangerous Goods Regulations have been attracting most of the committees attention recently. These regulations are published annually often with changes. The committee have been considering the implications of some of the changes made over the last few years on culture collection activities. These have particularly involved training for shippers and the packaging requirements, these issues are discussed below. News on developments in particular countries and some sources of information on the internet concerning shipping are presented.

#### IATA Dangerous Goods Regulations

The IATA Dangerous Goods Regulations (1999) require that shippers of microorganisms of hazard groups 2, 3 or 4 (Dangerous Goods class 6.2) be trained by IATA certified and approved instructors and that this training is repeated every two years. The implementation of these regulations is the responsibility of national aviation authorities and can differ from country to country. The WFCC is considering running workshops on the safe handling and shipping of infectious substances for members and other interested parties to enable them to meet their requirements where possible but at least to raise awareness. A recent awareness seminar was run by Melvyn Danvers, Central Public Health Laboratory, London at the European Culture Collection Organisation (ECCO) meeting in Sestri Levante, Italy. This was well received and imparted useful information. Currently, one day approved courses on shipping infectious substances, resulting in certification of shippers, are accepted for example by the UK and Germany, meeting the IATA Dangerous Goods Regulations requirement. Such courses are also accepted by the Joint Aviation

## Administration (JAA) Europe and Joint Aviation Requirements (JAR) Europe.

There are certain anomalies in the regulations that require low risk organisms to be packaged and shipped under the same rules as hazard group 3 and 4 organisms. It is the considered opinion of active members of this WFCC Committee that some organisms at hazard group 2 should be exempt. Only organisms at hazard group 3 or higher, or those of hazard group 2 presenting significant risk to handlers of packages should require the dangerous goods transport packaging. Sound and secure packaging materials must be used for all organisms as we must also consider the potential release of organisms from deficient packaging that may have severe effects on the environment. Approaches to IATA Dangerous Goods Regulations Committee have been unsuccessful in getting a satisfactory response, and as a result the UK National Culture Collection will be approaching the UK Health and Safety Executive to try and engage their support in redressing this situation. The added expense and postal restrictions can impede the supply of organisms essential for research and development. Further information is available on the Universal Postal Union web site <http://ibis.ib.upu.org>.

This is a wide issue as it has been reported by Lynne Sigler that Canada has a cross border situation that indicates a worsening of transport problems. In the USA it is acceptable to send cultures that fall into hazard group

2 or that may be deemed to be similar by mail. These can be sent with a label on the package stating "etiologic or infectious agent". However, items bearing that label may not be carried in Canadian mail and indeed must be treated as dangerous goods regardless of whether or not they are actually on Canada's list of regulated organisms. IATA regulations must be followed when packages are transported by air. Lack of harmonisation between postal authorities can present problems, collections need to be aware of the different interpretation these authorities have of international regulations and how they are applied nationally.

At ISHAM in 1997, Lynne Sigler made a case that regulatory issues would have detrimental impact on culture collections (see *Medical Mycology* 36, Suppl.1, 264-265, 1998). Concern was expressed over a new list of species published by a European committee headed by Sybren de Hoog (1996) - Risk assessment of fungi reported from humans and animals, *Mycoses* 39, 407-417 - that had added a large number of additional taxa to those considered by most regulatory agencies as belonging to hazard group 2. The fear was that agencies would take up the list and effectively restrict the transfer of all species on it except under the auspices of dangerous goods regulations. This has the potential to a) increase costs for culture collections and users to unacceptable levels and b) make it sometimes impossible to transport organisms at all. It can be difficult to find carriers to ship organisms (class 6.2) considered as Dangerous Goods whereas it is less of a problem for chemicals.

The risk from appropriately packaged materials in transport is significantly below that encountered whilst handling organisms in the laboratory. Quite often materials are transported in the freeze-dried state which again presents a different and often lower degree of risk to the handler. A system that recognises the differences in risk levels and that doesn't restrict the distribution or increase the cost of shipping of low risk organisms is needed. This might be achieved by splitting risk group 2 organisms in to separate lists for transportation. Such issues will be raised and discussed at the IUMS meeting in Sydney.

## Packaging

IATA Dangerous Goods Regulations (DGR) require that packaging used for the transport of hazard group 2, 3 or 4 must meet defined standards, IATA packing instruction 602 (class 6.2). Packaging for hazard group 1 organisms must meet EN 829 triple containment requirements. However, microorganisms that qualify as dangerous goods (class 6.2), must be sent in UN certified combination packages. These packages must be sent by airfreight and courier if the postal services of the countries through which it passes do not allow the organisms in their postal systems. IATA DGR (1999), Section 2.4 "Dangerous Goods in Air Mail" states: "The UPU Convention forbids the carriage of dangerous goods in the mail except as permitted in 2.4.1.". This allows the shipping, subject to the provisions of National Postal Authorities, of infectious substances and solid carbon dioxide as a refrigerant provided a 'Shipper's Declaration' accompanies the consignment.

There are additional costs above the freight charges and package costs, if the carrier does not have its own fleet the package and documentation will require checking at the airport DGR Centre for which a fee is charged. There are currently very few private carriers that transport dangerous goods internationally. Extensive enquiries and investigations have determined that TNT is the only courier service that will transport microorganisms considered as Dangerous Goods world-wide. Such private carriers do provide assistance in completing the Shipper's Declaration forms. However, the shipper is exclusively responsible for the shipment, its correct packaging, documentation, marking and labelling. Packaging can be obtained from Air Sea Containers Ltd. at [www.air-sea.co.uk](http://www.air-sea.co.uk) and SAF-T-Pak Inc. at [www.saftpak.com](http://www.saftpak.com) and both can provide useful information for the shipper of dangerous goods. Other suppliers include NOAX, Sweden & SHY; Fax: +46 0850029956, Care Pack, Holland - Fax +31 297 345169 and Bio-Packaging Ltd.,

Coventry, UK &SHY; Fax: +44 181 953 6051, Mega-Pak Ltd., Slough UK at [www.megapak-uk.com](http://www.megapak-uk.com).

## Accord Européen relatif au transport international des marchandises dangereuses par routes (ADR)

In Europe when risk group 2 organisms of class 6.2 Dangerous Goods are transported by road they require to be packed according to EN 829 requirements. Transport by road is regulated by the Accord Européen relatif au transport international des marchandises dangereuses par routes (ADR). This clearly separates class 6.2 into two subclasses, A: highly infectious material (hazard groups 3 and 4) and B: other infectious material. These two groups A and B, have different packaging requirements, A require the UN specification containers for class 6.2 materials and B, EN829. The EU have made an attempt to co-ordinate Member State laws on transport of dangerous goods by road with the 'ADR-Directive' EC Council Directive 94/55/EC of 21 November 1994 on the approximation of the laws of the Member states on the transport of dangerous goods by road. Most long distance mail, even within countries, now travels by air.

The committee chair has received the following additional information from committee members:

### France

Chantal Bizet reported that there are three levels of responsibility for control of distribution of pathogens in France:

#### *First level: The Defence Ministry*

Provides the list of countries in the Australia Group that are entitled to receive dangerous organisms.

Authorises the distribution of toxins or class 3 pathogenic strains.

#### *Second level: Institut Pasteur*

Authorises the distribution of strains into non-Australia Group countries.

#### *Third Level: Collection of the Institut Pasteur*

Checks and maintains lists of new clients who must provide information on: the presence of a microbiological laboratory; the name of the person in charge of the laboratory; the quality management system employed;

Requests information forms concerning class 3 and some class 2 pathogens

Implements special procedures for distribution of genetically modified micro-organisms (GMMs)

The Institut Pasteur has its own UN certified Packages for transport

### Germany

A new structure is being established in Germany for risk assessment of workplace exposure to microorganisms. A Directive on Biological Substances (Biostoff-Verordnung) became legally binding in April 1999 extending coverage to all microbiologists beyond companies belonging to the trade corporation association of the chemical industry (BG Chemie). EU Directive 90/679/EEC on Biological Agents still forms the basis of risk level assessment and the BG Chemie lists of organisms remain effective.

### Europe

Transport Emergency cards have been a requirement for some time under the European Road Regulations. They are copyright (TREM CARD, is the trademark of a particular series of instructions, prepared by the European Council of Chemical Manufacturers' Association (CEFIC). Each Shipment going by road should have a TREM CARD in the language of the country and any other country it passes through. They are available from DDP Tremcards Tel: +44 1322 277788 or Fax: +44 1474 569627. As they are copyrighted they are not allowed to be photocopied or reproduced etc.

### New Zealand

John Young has reported a new act applied to the importation of all organisms in New Zealand. Its presupposition is that ALL new organisms (those not already recorded in New Zealand) are risk

organisms until they have been investigated. For instance, since there has never been a report of *Acetobacter aceti* used in vinegar making, it is a new organism. The starting cost for importation is \$750 (Pd Stlmg 250) , assuming that there are no queries. This rule applies to all organisms, including plasmids, for research.

## United Kingdom

It was reported previously that from 1 April 1999 the UK Royal mail will make changes to the Royal Mail Regulations Concerning Infectious Substances making 602 packaging mandatory. This has been delayed.

The specified Animal pathogens order 1998 makes it an offence to possess or spread a listed animal pathogen (e.g. *Brucella*) within Great Britain without a licence. It is supplemented by the importation of Animal Pathogens Order 1980 which makes it an offence to import any animal pathogen, or potential or actual carrier, of an animal pathogen from a non-EC country, except under license. Both the supplier and recipient must hold

the appropriate licences and undergo regular inspections from MAFF. Requests for strains must be refused where the requestor is unable to produce a copy of the appropriate licence. Applications for such should be made in the UK to MAFF, AHDC Branch C, Tolworth (Toby Jug), Hook Rise, South Tolworth, Surbiton, Surrey KT6 7NF.

## Sources of information

ICGEB Biosafety web site gives free access to updated scientific bibliographies database on biosafety and risk assessment for the environmental release of genetically modified organisms: <http://www.icgeb.trieste.it/biosafety/>

Details of items mentioned in this article can be obtained from the Smith, Rohde and Holmes paper on the SGM website: <http://www.socgenmicrobiol.org.uk>.

## Websites of interest for information on transport and shipping

Canadian Transport	<a href="http://www.rural-gc.agr.ca/e4.1_canutec.html">www.rural-gc.agr.ca/e4.1_canutec.html</a>
EBIS	<a href="http://www.ivr.nl/ebis.html">www.ivr.nl/ebis.html</a>
	<a href="http://www.ccohs.ca/products/database/tdg.html">www.ccohs.ca/products/database/tdg.html</a>
European Commission DGVII &SHY; Transport	<a href="http://europa.en.int/en/comm/dg07/index.htm">http://europa.en.int/en/comm/dg07/index.htm</a>
Harmonisation of UN documents etc.	<a href="http://www.hazmat.dot.gov/rules">www.hazmat.dot.gov/rules</a>
International Air Transport Association	<a href="http://www.IATA.org/cargo/dg">www.IATA.org/cargo/dg</a> and <a href="http://www.IATA.org/cargo/dg/links.htm">www.IATA.org/cargo/dg/links.htm</a>
International Civil Aviation Authority	<a href="http://www.volpe.dot.gov/ohm/icao.htm">http://www.volpe.dot.gov/ohm/icao.htm</a> <a href="http://www.cam.org/~icao/menu3.html">www.cam.org/~icao/menu3.html</a>
National Chemical Emergency Response UK	<a href="http://www.eat.co.uk/ncec/complian/bibliog/bibliog.htm">www.eat.co.uk/ncec/complian/bibliog/bibliog.htm</a>
OECD - Harmonisation Documents	
Chemical programme	<a href="http://www.oecd.org/ehs">http://www.oecd.org/ehs</a>
Classification and labelling	<a href="http://www.oecd.org/class">http://www.oecd.org/class</a>
Chemical testing	<a href="http://www.oecd.org/test">http://www.oecd.org/test</a>
Currently available test guidelines	<a href="http://www.oecd.org/test/testlist">http://www.oecd.org/test/testlist</a>
RID/ADR	<a href="http://www.volpe.dot.gov/ohm/ridadr.htm">http://www.volpe.dot.gov/ohm/ridadr.htm</a> <a href="http://www.dsidat.com/products/undisk7.htm">www.dsidat.com/products/undisk7.htm</a>
	<a href="http://www.volpe.dot.gov/ohm/ridadr.htm">www.volpe.dot.gov/ohm/ridadr.htm</a>
Transport &SHY; general	<a href="http://www.tci-transport.fr">www.tci-transport.fr</a>
German magazine	<a href="http://www.cefic.org">www.cefic.org</a>
	<a href="http://www.storck-verlag.com/english/gela_e.htm">www.storck-verlag.com/english/gela_e.htm</a>
United Nations meetings agenda and minutes	<a href="http://www.unece.org/unece/trans/danger/meetdoc.htm">www.unece.org/unece/trans/danger/meetdoc.htm</a>
UN Model Regulations	<a href="http://www.unece.org/unece/trans/main/dgdemo/intro.htm">www.unece.org/unece/trans/main/dgdemo/intro.htm</a>
UN Comittee of Experts	<a href="http://www.tc.gc.ca/tdgoods/consult/unlinks_e.htm">www.tc.gc.ca/tdgoods/consult/unlinks_e.htm</a>
Universal Postal Union	<a href="http://ibis.ib.upu.org">http://ibis.ib.upu.org</a> <a href="http://unicc/unece/trade/facil/upustr.htm">http://unicc/unece/trade/facil/upustr.htm</a>



USA Dept of Transport's Office of Hazardous Materials  
Management  
World Health Organisation

<http://hazmat.dot.gov>

[www.who.org/emc/biosafe/index.htm](http://www.who.org/emc/biosafe/index.htm)

## Summary

The above information is not exhaustive and the task of keeping up to date is difficult therefore to help in this important activity. Please contact David Smith (d.smith@cabi.org) if you are aware of any changes in legislation in your country that affects culture collections.

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## CONVENTION ON BIOLOGICAL DIVERSITY:

### POSSIBLE INTERIM COMPLIANCE MEASURES FOR CULTURE COLLECTIONS

*This document has been prepared by a group of culture collection participants at the last MOSAICC meeting, Brussels, February 1999. Its aim is to provide simple suggestions that could be adopted by collections wishing to comply with the CBD, pending the finalisation of the MOSAICC Document. Collections may wish to consider the following:*

#### BACKGROUND

Culture collections (CCs) in countries that are parties to the Convention on Biological Diversity (CBD) are required to receive and distribute strains within the framework of the Convention. Such collections should therefore make reasonable efforts to ensure that the material is deposited and distributed within this framework.

The EU MOSAICC project (previously reported in WFCC Newsletters) has been working to establish operational procedures for collections of microorganisms and cultured cells to comply with the Convention. The final version of these recommendations is shortly to be completed, after which time it will be widely distributed and tested. This process may take time and, in the mean time, collections need to know how best to proceed. Accordingly, following the final MOSAICC meeting in Brussels in February 1999, culture collection people met informally to discuss interim measures that could be taken by collections. The following notes summarise these discussions and are offered here for consideration by collections.

#### SUGGESTED INTERIM MEASURES FOR COMPLIANCE

The CBD requires that Prior Informed Consent (PIC) is obtained from the competent authority before collection of genetic resources and their deposit in an ex-situ resource centre. Further, it requires that terms are defined at the time of deposit which will cover distribution to third parties. CCs therefore need to make efforts to obtain information from the depositor that PIC has been obtained and record under what terms the resource may be further distributed.

Although it is the responsibility of the depositor to obtain a PIC authorisation, the CC should do its best to obtain this information from depositors at the time of accepting material. Currently, there are few declared PIC authorities, although it is hoped that the names and addresses of these will be available from the CBD Clearing House Mechanism in due course. If such authorisation is not available from the depositor, all correspondence relating to this should be kept on file for future reference. This would be a minimum procedure that CCs could adopt until Codes of Practice (such as MOSAICC) are available and become adopted. In some cases, CCs may be able to make blanket arrangements with Government departments or institutes that meet PIC requirements.

It is still unclear who should take the responsibility for ensuring recipients of genetic resources comply with any distribution agreements. Many CCs feel that it is not their responsibility, nor have they the resources, to police the process and that the statement in their distribution form (see below) reflects their best efforts to comply at present. Some CCs feel that this does not adequately support the wishes of the depositor with regard to distribution and may request signed agreements that recipients will comply with the requirements for further distribution. Yet others may feel that this is only practicable with depositors

who specifically request this.

To simplify the interim procedures, CCs may consider incorporating the following statements into their current Accession/Deposit and Distribution Forms as this will provide the information that may subsequently be required for CBD compliance.

If such Forms are amended to cover CBD requirements, CCs may wish to publicise the Forms on their Web Sites, in their catalogues and by distributing them to depositors and recipients by any suitable means. In this way, depositors and recipients can gradually become aware of their obligations ahead of deposit or receipt, so eliminating unnecessary correspondence.

**EXAMPLE OF INFORMATION THAT COULD BE INCLUDED IN CC ACCESSION/DEPOSIT FORMS**

(Note: some of the following already appears in deposit forms)

This Culture Collection complies with the Convention on Biological Diversity and requires the following information in order to meet its obligations:

- [1] Was the deposit collected after December 1993: O Yes No O  
If the answer to [1] is 'Yes', please supply the following information:>
  - [2] The name of the organisation from which authorisation for collection was obtained, if known.
  - [3] An indication of any restrictions on distribution, eg a) the deposit(s) may be distributed to third parties without restriction, b) the deposit(s) may only be distributed for research and teaching purposes, c) the deposit(s) may be distributed for any purpose as in a), but if commercial developments follow, the original supplier of the deposit must be informed to enable any benefits to be shared.
  - [4] Deposit Number
  - [5] Geographical location of isolation
- Name of Depositor .....  
 Date of Deposit .....  
 Signature ..... Date .....

In order that CBD requirements may be met, CCs also need to ensure that the following information is provided on Distribution Forms and that this information accompanies distributions. If any industrial development follows from the use of this resource (eg patent applications), this information may be required for future tracking purposes.

**EXAMPLE OF INFORMATION THAT COULD BE INCLUDED IN CC DISTRIBUTION FORMS**

- CC Number
- Any additional number supplied by the depositor at the time of deposit
- Country of Origin of the material
- History of isolation (date, geographical location, any additional organisations through which the deposit has passed)
- Conditions of Supply

NOTE: For quality assurance purposes and CBD compliance, this culture should not be transferred to others by the recipient.

**SUMMARY**

The information provided on the Deposit forms will help to ensure that both the CC and the Depositor are in compliance with the CBD, to the best of their ability.

The information provided by the CC on the Distribution Forms at the time of distribution to a 3rd party forms the 'Passport' of the deposit that travels with the resource whenever it is transferred to organisations or individuals. An organism that is received without such information may be suspect.

Compliance in the above manner will contribute to the quality of material used by the microbiological community. It will also ensure that stakeholders that might be entitled to benefits from any commercial developments in the future (including collections themselves) can be readily identified.

Barbara Kirsop,

on behalf of others present at the meeting.

The last WFCC Newsletter was returned from

N.Z. Reference Culture Collection  
Wallaceville Animal Research Center  
Private Bag  
Wellington, New Zealand

Department of Agriculture and Water Supply  
Private Bag  
Pretoria 0001  
Republic of South Africa

Readers may inform the editor if they know the new address of the above institutes.

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### WFCC Skerman Award for Microbial Taxonomy

The World Federation for Culture Collections invites applications from young microbial taxonomists for the WFCC Skerman Award for Taxonomy. The Award was established to honour the contribution made by Professor V. B. D. Skerman to bacterial taxonomy, to the establishment of the WFCC World Data Centre on Microorganisms, and to the development of the WFCC.

The aim of the Award is to encourage taxonomic research by young microbiologists and to reward excellence in taxonomic research and significant contributions to the discipline.

The successful recipient of the Award will receive a prize of \$2000 together with a return economy class airfare and registration costs to attend the Ninth International Congress for Culture Collections to be held in Brisbane, Australia, during the period 23-28 July, 2000, and will be invited to deliver the Skerman Award Lecture on their research. The recipient will also receive a certificate of the Award.

Applicants should normally be less than 40 years of age at the time of application. Applicants should provide a Curriculum Vitae, a list of research publications, the names and addresses of two referees familiar with their research who have agreed to act as referees, and copies of their three most significant research publications.

Applications should be submitted to:

Alan Doyle, WFCC Secretary  
The Wellcome Trust  
183 Euston Road  
NW1 2BE London, United Kingdom

Tel: + 44 171 611-8248  
Fax: +44 171 611-7277  
E-mail: [a.doyle@wellcome.ac.uk](mailto:a.doyle@wellcome.ac.uk)

*The deadline for applications is 30 November, 1999*

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### NEW WFCC MEMBERS

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*The following new members work in the same Institute:*

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Their contact address is:

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## NEW CATALOGUES AND DATABASES OF CULTURE COLLECTIONS

New Zealand Reference Culture Collection, Medical Section. Catalogue of Strains, 6<sup>th</sup> Edition, 1998. Compiled by Patricia Short, Curator. Requests to: The Curator, New Zealand Reference Culture Collection, Medical Section, Communicable Disease Group, ESP Kenepuru Drive, PO Box 50-348, PORIRUA, New Zealand, Tel.: +64 4 237 0149, Fax: +64 4 237 2370, E-mail: [pat.short@esr.cri.nz](mailto:pat.short@esr.cri.nz).

Two new catalogues entitled Cloning Vectors for *Bacillus* and *Bacillus subtilis* & *Bacillus thuringiensis* (2<sup>nd</sup> edition) have been published by the *Bacillus* Genetic Stock Center. Contact: Dr. Daniel R. Zeigler, *Bacillus* Genetic Stock Center, Department of Biochemistry, The Ohio State University, 484 West Twelfth Avenue, Columbus, OH 43210, USA, Fax: +1 614 292 3206, E-mail: [zeigler.1@osu.edu](mailto:zeigler.1@osu.edu). The Internet site <http://bacillus.biosci.ohio-state.edu/> is under construction.

The 2<sup>nd</sup> Edition of the Catalogue of Strains of the Philippine National Collection of Microorganisms is now available. Contact: Philippine National Collection of Microorganisms (PNCM), Biotech Up Los Baños, College, Laguna 4031, Philippines, Tel.: +63 49 536 0547, Fax: +63 49 536 2721, E-mail: [mccsl@biotech.uplb.edu.ph](mailto:mccsl@biotech.uplb.edu.ph) or [imt@laguna.net](mailto:imt@laguna.net)

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## BIOLOGY ON THE WEB

The Prokaryotes. An Evolving Electronic Database for the Microbiological Community. With the launch of its first electronic edition, *The Prokaryotes*, the definitive reference on the biology of bacteria, now enters an exciting new era of information delivery. Subscription-based access is available through LINK, Springer-Verlag's online text, image, and multimedia information system. The electronic version of *The Prokaryotes* begins with an online implementation of the content currently found in the printed reference work, *The Prokaryotes*, Second Edition (1992). Approximately 25% of the content will be fully updated each year over a four-year period until the work is completely revised. Thereafter, material will be continuously added to reflect developments in prokaryotic microbiology. The online version features information retrieval functions and multimedia components. For more information see <http://www.Prokaryotes.com/>.

NewJour, the Journal and Newsletter Announcement List for new serials available on the Internet, offers links to more than 7000 items (<http://gort.ucsd.edu/newjour>). A similar directory with medical and life science links dedicated to research communication is available from science.komm (<http://www.sciencekomm.at/journal.htm>). Access to the journals and newsletters may be free (sometimes at specified time intervals or to abstracts only) or by subscription.

Information on the ongoing initiatives relating to the Biological and Toxin Weapons Convention (BTWC) is available at The Project on Strengthening the Biological and Toxin Weapons Convention <http://www.brad.ac.uk/acad/sbtwc>.

The "*Bad Bug Book*" of the US Food & Drug Administration, Center for Food Safety & Applied Nutrition provides basic facts regarding foodborne pathogenic microorganisms and natural toxins (<http://vm.cfsan.fds.gov/~mow/app1.html>). In an Appendix some information regarding the infective dose of foodborne pathogenic bacteria is given.

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#### RECENT PUBLICATIONS OF INTEREST TO CULTURE COLLECTIONS

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| Gest H   | Bacterial classification and taxonomy: a 'primer' for the new millenium. <i>Microbiology Today</i> (Quarterly Magazine of the Society for General Microbiology) 26, 70-72 (1999)   |
| Kilian M   | Necessary changes of bacterial names (Letter to the Editor). <i>ASM News</i> 64, 670, 1998   |
| Murray RGE   | Taxonomy and Nomenclature (Letter to the Editor). <i>ASM News</i> 64, 669-670, 1998  |
| Smith D, Rohde Ch,                                   | Handling and distribution of micro-organisms and the law. <i>Microbiology To- day</i> 26, 14-16, 1999 [available on the SMG web site: <a href="http://www.socgenmicrobiol.org.uk">http://www.socgenmicrobiol.org.uk</a> .  |
| Holmes B   |  |
| Stackebrandt E, Tindall B,<br>Ludwig W, Goodfellow M | Prokaryotic Diversity and Systematics. In : Lengeler JW, Drews G, Schlegel HG (eds), <i>Biology of the Prokaryotes</i> . Blackwell Science, 1999, pp. 674-720. ISBN 0632053577   |
| Trüper HG  | How to name a prokaryote? Etymological considerations, proposals and practical advice in prokaryote nomenclature. <i>FEMS Microbiology Reviews</i> 23, 231-249, 1999. Full text (PDF format) of this article can be obtained from the FEMS website <a href="http://www.elsevier.com:80/homepage/sah/fems/docs/trueper.pdf">http://www.elsevier.com:80/homepage/sah/fems/docs/trueper.pdf</a> |

#### The Economic Value of Microbial Genetic Resources

Proceedings of the World Federation for Culture Collections workshop at the Eighth International Symposium on Microbial Ecology (ISME-8)

Editors:

Barbara Kirsop and Vanderlei Perez Canhos

Published by the World Federation for Culture Collections, 1998, ISBN 92 9109 043 3

Contact: Dr. Alan Doyle, Secretary, WFCC

(address see page 1)

For the online version please check the WFCC homepage at <http://www.wfcc.nig.ac.jp/>

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## WORKSHOPS AND TRAINING COURSES

A training course on

### Advanced Techniques in Preservation and Identification of Microorganisms

will be held in October, 1999. The course is sponsored by the Asian Network of Microbial Resources (ANMR) and the Philippine National Collection of Microorganisms (PNCM). Contact: PNCM, Biotech UPLB, College, Laguna 4031, Philippines, Tel.: +63 49 536 0547, Fax: +63 49 536 2721, E-mai: [mccsl@biotech.uplb.edu.ph](mailto:mccsl@biotech.uplb.edu.ph) or [lmt@laguna.net](mailto:lmt@laguna.net).

CABI Bioscience UK Centre, Egham, Surrey offers the following training course in 1999. For further details, please contact Mrs Stephanie Groundwater, Tel: +44 (0)1784 470111; Fax: +44 (0)1491 829100. Email: [S.Groundwater@CABI.org](mailto:S.Groundwater@CABI.org).

### Culture Preservation Techniques for Bacteria and Filamentous Fungi

08 -10 November 1999

This course will be of interest to microbiology technicians, laboratory managers and others needing to maintain fungal or bacterial isolates. There will be opportunities to see and work in the Genetic Resources Collection which is one of the largest service collections of filamentous fungi, bacteria and yeasts in the world. The course fee of £800 includes course manuals and cold buffet lunches.

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## CONFERENCES AND MEETINGS

1999

Sixth Symposium on Lactic Acid Bacteria, 19-23 September 1999, The Netherlands. Contact: Dr. A.M. Ledebøer, Unilever Research, P.O. Box 114, 3130 AC Vlaardingen, The Netherlands (Fax: +31 10 460 5383; <http://www.biol.rug.nl/lacto/lab.html> )

XIIIth Congress of European Mycologists, 21-25 September 1999, Alcalá de Henares, Madrid, Spain. Contact: Dr. R. Galán, Dpto. de Biología Vegetal, Facultad de Ciencias, Universidad de Alcalá, Alcalá de Henares, Madrid, Spain (Fax: +34 1 885 5066; E-mail: [bvmhf@jarifa.alcala.es](mailto:bvmhf@jarifa.alcala.es))

Biotechnica 1999, 5-7 October 1999, Hannover, Germany. Contact: Deutsche Messe AG, Messe-gelände, D-30521 Hannover, Germany (Fax: +49 511 89 32626; <http://www.messe.de>)

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