Genetically Modified Organisms Carry In/Out Notification Form

Date of submission:

To: The Director, Japan Synchrotron Radiation Research Institute

(Person in charge of experiment)

Name of the organization

Department and title

Name

(Manager)1)

I apply for the safety control of a genetic recombination experiment as follows.

Notification

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Acceptance number2) |  | | | | | |
| Carry in or carry out?3) | □ in □ out | | | | | |
| Scheduled date of carry in/out |  | | | | | |
| Person in charge of carry in/out4) | Name of organization  Department and name  Address (Postal code)  Phone:  Fax:  E-mail: | | | | | |
| Organization and person in charge of the other party5) | Name of organization  Department and name  Address (Postal code)  Phone:  Fax:  E-mail: | | | | | |
| Provision of information6) | □ Attached to this document  □ Others ( ) | | | | | |
| Genetically modified organisms that will be carried in/out7) | Name of host or parent organism | | Introduced trait | Containment level | Amount | Notes |
|  | |  |  |  |  |
| Form of transport etc. | Packaging |  | | | | |
| Transportation method | □ Mail □ Vendor (courier) □ Private vehicle | | | | |
| Scheduled carry in site at Japan Synchrotron Radiation Research Institute |  | | | | |

|  |  |
| --- | --- |
| Confirmation of carry in/out of genetically modified organisms8) | |
| □  In | Confirmation of carry out of genetically modified organisms  To: Director, Japan Synchrotron Radiation Research Institute  Regarding the above-mentioned genetically modified organism which is scheduled to be carried out from our organization to be carried into Japan Synchrotron Radiation Research Institute,  there is no problem in carrying it to Japan Synchrotron Radiation Research Institute.  Year: Month: Day:  Name of the organization  □ Safety Supervisor / □ Director of Safety Committee  Name |
| □  Out | Confirmation of carry in of genetically modified organisms  To: Director, Japan Synchrotron Radiation Research Institute  Regarding the above-mentioned genetically modified organism which is scheduled to be carried out from Japan Synchrotron Radiation Research Institute to be carried into our organization, all the necessary procedures for the use of the relevant genetically modified organism have been finalized, and thus there is no problem with carrying it into our organization.  Year: 　Month: 　Day:  Name of the organization  □ Safety Supervisor / □ Director of Safety Committee  Name |

\* Completed by Safety Office

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Reception date | YYYY/MM/DD | Confirmation seal of carry in/out |  | Confirmation by Safety Supervisor |  |

\* Notes

1) Approval of Manager is necessary.

Japan Synchrotron Radiation Research Institute Staff → Department head etc.

Outside Staff (RIKEN) → Supervisor etc.

User → Manager of SPring-8 Users Office (Leave blank to submit.)

2) “Acceptance Number” that was issued by the Safety Office when the Application for Approval of Genetic Engineering Experiment was submitted.

3) Check either in or out. Note that genetically modified organisms may not be transferred or received if the experimental subject using the relevant genetically modified organism is not approved at the organization of the person who will carry in/out the genetically modified organism.

4) State the person who will carry in/out the genetically modified organism.

5) State the person of the other party who will carry in/out the genetically modified organism.

6) Attach document providing information based on the Law Concerning the Conservation and Sustainable Use of biological Diversity through Regulations on the Use of Living Modified Organisms to this form. If that document is not attached, state the reason for not attaching the document.

7) If the document providing information based on the Law Concerning the Conservation and Sustainable Use of biological Diversity through Regulations on the Use of Living Modified Organisms is not attached to this form, state the information regarding the genetically modified organism etc.

This section can be left blank if the document providing information is attached.

8) To confirm whether the carry out/in of the relevant genetically modified organism is approved at the organization that is scheduled to carry in/out the genetically modified organism, confirmation by the safety supervisor or the director of the safety committee of the relevant organization should be indicated. If the genetically modified organism is carried in directly by a vendor, this requirement is not applicable.

9) This form should be submitted at least 10 days prior to the day of carry in/out. The person in charge of the experiment must notify the Safety Office at the completion of carry in/out.