PT – PORTUGAL

University of Coimbra Bacteria Culture Collection (UCCCB)
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1. Requirements for Deposit

(a) Kinds of Microorganisms that May Be Deposited

Bacteria, archaea, yeast and plasmids, which may be preserved, without any significant alteration of their properties, by freezing or freeze-drying, and which belong to a risk group up to 3(*) according to the Portuguese legislation (Law-decree number 84/97 16th April, Transposes into the internal legal order Council Directives No. 90/679/CEE, of 26 November, and 93/88/CEE, of 12 October, and Commission Directive No. 95/30/EC , of 30 June, regarding the protection of the safety and health of workers against the risks resulting from exposure to biological agents during work). Microorganisms belonging to risk group 3(*) (equivalent to a risk group 3(**) in Directive 2000/54/EC), are those that may present a limited risk of infection for workers because they are not normally infectious by the airborne route.

The UCCCB does not accept the following biological material for deposit: algae and cyanobacteria, embryos, protozoa, animal cell lines, plant cell lines, mycoplasms, plant seeds, and viruses.
Notwithstanding the foregoing, the UCCCB reserves the right to reject or accept for deposit any material that, in the opinion of the Director, represents a risk that is either unacceptable or too difficult to handle.

(b) Technical Requirements and Procedures

(i) Form and Quantity

Bacteria and yeasts (including those containing plasmids) are accepted in freeze-dried form in ampoules or in the form of active cultures in agar solution. The depositor should send the UCCCB five ampoules or agar samples of each strain.

(ii) Time Required for Viability Testing

On average, the time required for testing the viability of bacterial samples is five days (or up to 14 days), and for yeasts strains six days (or up to 30 days). The depositor must consider that, in certain cases, viability testing can take a great deal of time, as indicated by the bracketed figures.

(iii) Depositor Checks and Renewal of Stocks

The UCCCB prepares its frozen or freeze-dried batches by subculturing the materials supplied by the depositor. While the batches are being completed, further batches are prepared based on frozen or freeze-dried samples from the first batch prepared. Whatever the method used for the preparation of batches or samples for distribution, the UCCCB freeze-dries, freezes and retains a portion of the original material supplied by the depositor. The delivery of the strains to the depositor for authenticity checking will be on request and the incidental administrative and delivery costs will be charged.

(c) Administrative Requirements and Procedures

(i) General

Language. The official languages of the UCCCB are Portuguese and English.

Contract. The application to the UCCCB that the depositor has to complete is a contract under which the depositor undertakes:
1) to supply all the necessary information requested by the UCCCB;
2) to pay all the necessary fees;
3) to indemnify the UCCCB against any claim that may be made on it as a result of the sending of samples, except where the claims are due to negligence on the part of the UCCCB;
4) not to withdraw the deposit during the time required for its period of storage;
5) to authorize the UCCCB to supply samples in accordance with the requirements of the patent procedure applicable at the time.

Import and/or Quarantine Regulations. The packaging and dispatch of UCCCB cultures is done in accordance with the laws of the Convention of the Universal Postal Union. Depositors from abroad apply to the UCCCB in advance for information on the correct procedure for the dispatch of samples. The samples may be sent directly to the UCCCB from other countries as freight in accordance with IATA rules.

(ii) Making the Original Deposit

Requirements to Be Met by the Depositor. Depositors have to complete the application and accession forms used by the UCCCB for deposits under the Budapest Treaty, which are equivalent to model form BP/1.

Official Notifications to the Depositor. The receipt and viability statement are issued on mandatory “international forms” BP/4 and BP/9, respectively. Attestation of receipt of a later indication or amendment of the scientific description and/or proposed taxonomic designation is issued on model form BP/8. Notification of the furnishing of samples to third parties is issued on model form BP/14. Individual correspondence is used rather than standard forms for other official notifications.

Unofficial Notifications to the Depositor. If requested, the UCCCB communicates the date of deposit and the accession number by telephone after the microorganism has been received but before the official receipt is issued. In that case however the depositor is informed that the information is provisional and subject to the outcome of the viability tests.
The UCCCB likewise communicates the finding of the viability test before the viability statement is issued.

Supply of Information to a Patent Agent. The UCCCB routinely asks the depositor for the name and address of his patent agent and, if so requested, supplies copies of the receipt, the viability statement and any other information to both the depositor and his patent agent.

(iii) Converting a Previous Deposit

Deposits made outside the provisions of the Budapest Treaty may be converted by the original depositor to deposits under the Budapest Treaty, whether they were originally made for patent purposes. Any deposit previously made free of charge is subject, on conversion, to the payment of the storage fee specified in this technical memorandum, and to whatever fees may be payable for successive updating. With the above exceptions, the administrative requirements for conversion are the same as those to be met for an original deposit effected under the Treaty. The date of deposit for such samples will then be that of the conversion.

(iv) Making a New Deposit

The depositor will be required to complete model form BP/2 when making a new deposit, and to supply copies of the relevant documents required by Rule 6.2. The receipt and the viability statement for a new deposit are issued on mandatory "international forms" BP/5 and BP/9.

2. Furnishing of Samples

(a) Requests for Samples

The UCCCB advises third parties of the correct procedures to be followed in making a valid request. In the case of requests requiring proof of entitlement, the UCCCB provides requesters with copies of model request form BP/12. When requests are received from abroad, the UCCCB presumes that the individual concerned is familiar with his country's import requirements.

(b) Notification of the Depositor

The depositor is informed on model form BP/14 when samples of his microorganisms have been sent to third parties.

(c) Cataloguing of Budapest Treaty Deposits

The UCCCB issues lists of deposits under the Budapest Treaty in its catalogs only with the express written consent of the depositor.

3. Schedule of Fees

Original deposits	750€
New deposits of an original deposited strain	80€
Extension of the duration of the storage beyond the period provided for in Rule 9, per year	100€
Issuance of a viability statement:	
(i) Where a viability test is requested	50€
(ii) On the basis of the most recent viability test	50€
Furnishing of samples (plus postage and packaging costs)	130€
Communication of information	100€
Issuance of an attestation under Rule 8.2	50€
Duplicate of translation of Form BP/4	50€
Surcharge to cover bank and administrative costs	40€

4. Guidance for Depositors

For the moment, the UCCCB does not publish specific information for the guidance of prospective depositors, but is always willing to provide information by telephone or correspondence.