**Guidelines for offering samples for holders of access to biological resources permits**

**Your obligations**

All permit holders are required to ‘offer for permanent loan a taxonomic duplicate of each sample [collected under the permit] to an Australian public institution which holds related collections’ (Section 8A.13 EPBC Regulations).

The samples provide a way to share valuable biodiversity knowledge from research activities conducted in Commonwealth areas.

**Offering samples**

Samples should be offered as soon as practical after collection - preferably within 12 months of the expiry of the access permit.

Biological collecting institutions such as museums and herbaria usually welcome offers of specimens, but they are not obliged to accept them. If the offer is declined the permit holder should notify the [biodiscovery permit team](#Contact). In some cases the type of sample collected, like tissue samples, or the conservation status of the species being sampled, like threatened species, mean it’s not practical or sensible to collect additional samples to offer to collecting institutions.

If this is the case please contact the [biodiscovery permit team](#Contact) **before the collections are made**. In many cases it’s acceptable to offer data or other research information instead of a sample.

**Quality of samples**

For samples to be of scientific value they must be of an acceptable standard and be accompanied by relevant environmental and location information.

In practice, the type and acceptable standard of sample offered will depend on the nature of the approved research activity and the requirements of particular collecting institutions.

It is best practice to consult with the collecting institution(s) to which the samples will be offered **before the collections** **are made** to find out what they need.

Samples which can be used as type specimens, or which document a significant extension of a species range, have great scientific value and it is important that these are offered in a timely fashion.

Offers of poor quality samples, limited data and ‘eco-scraps’ doesn’t help improve biodiversity knowledge, can waste the collecting institution’s valuable resources and doesn’t meet the objectives of the legislation.

**Finding an institution**

Each Australian State and Territory, and the Commonwealth through the CSIRO, have biological collections relevant to their jurisdiction. In most cases these are the preferred institutions to offer samples. Some research institutions and universities also have biological collections and, where relevant, samples may be offered to them.

The [Atlas of Living Australia website](http://www.ala.org.au/) provides a list of all public biological collections in Australia as well as other useful information on Australia’s biodiversity.

**Confidentiality**

In some circumstances there are sensitivities related to samples and associated data. For example, the location of endangered species, or the nature of information provided by Indigenous people. In these circumstances reasonable confidentiality or other access or use conditions associated with sample offers will be considered. Please contact the [biodiscovery permit team](#Contact) **before** making the sample offer.

**Contact us**

For further information on Part 8A permit requirements please contact the Parks Biodiversity Science and Knowledge Management Section at [grm@environment.gov.au](mailto:grm@environment.gov.au)