

**The Statute of the National Coordination Centre
on Access to Genetic Resources and Benefit-Sharing**

PART 1
BASIC PROVISIONS

1. Present Statute determine objectives, functions and a procedure of the activities of the National Coordination Centre on Access to Genetic Resources and Benefit-Sharing (hereinafter – the Centre).

2. The Centre operates as a department at the State Scientific Institution “Institute of Genetics and Cytology of the National Academy of Sciences of Belarus” (hereinafter – the Institute).

3. The Centre is governed by the Head who is appointed to the post and relieved of the post by the Order of the Director of the Institute.

4. The structure, personnel, expenditure estimates and the program of the Centre activities are approved by the Director of the Institute.

5. The Centre employees are appointed and dismissed by the Order of the Director of the Institute.

6. Financing of the Centre is made from the funds, allocated to the Institute for performing the duties of the Centre and of the Checkpoint for monitoring the utilization of genetic resources, within the Republican budget funds for scientific and scientific-and-technical activities, allocated for ensuring statutory activities of the National Academy of Sciences of Belarus.

7. The Centre carries out its activities in accordance with:

- The Decree of the President of the Republic of Belarus of 22 May 2014 No.235 “On Accession to the International Treaty”;

- Nagoya Protocol on Access to Genetic Resources and the Fair and Equitable Sharing of Benefits Arising from their Utilization to the Convention on Biological Diversity, Nagoya, Japan, 2010 (hereinafter – Nagoya Protocol);

- Resolution of the Council of Ministers of the Republic of Belarus of 1 October 2014 No.933 “On Establishing the National Coordination Centre for Access to Genetic Resources and Benefit-Sharing”;

- Other Standard Legal Acts of the Republic of Belarus.

CHAPTER 2
TASKS AND FUNCTIONS OF THE CENTRE

8. Tasks of the Centre:

- collection, analysis and systematization of information on the legislation in regulation of access to genetic resources of the Republic of Belarus and benefit-sharing from their utilization;

- collection, systematization and analysis of information, development of the genetic resources national databank on genetic resources of the Republic of Belarus, to which access and joint utilization, including benefit-sharing, can be provided;

- maintaining constant communication with the Secretariat of the Convention on Biological Diversity and participation in the Clearing-House for information exchange on genetic resources, on

legislative control over access to them and benefit-sharing;

- provision of information to applicants (legal entities and natural persons), wishing to get access to genetic resources of the Republic of Belarus, on the procedure of obtaining the prior informed consent and making mutually agreed terms, including benefit-sharing;

- provision of information to applicants (legal entities and natural persons), wishing to get access to traditional knowledge, associated with genetic resources, and information on the procedure of obtaining the prior informed consent and making mutually agreed terms, including benefit-sharing;

- provision of information on competent national authorities, relevant entities of the activities, associated with conservation and utilization of genetic resources, to interested Republican bodies of the State management, and media;

- organization of scientific and economic expertise of projects, agreements and treaties on access to genetic resources of the Republic of Belarus and terms of their utilization, including benefit-sharing;

- sharing information with focal points and with international organizations concerning access to genetic resources of other countries;

- rendering of advisory services to the State bodies and other institutions in developing draft legislative acts concerning regulation of access to genetic resources of the Republic of Belarus and benefit-sharing from their utilization;

- rendering of advisory services to the State bodies and other institutions in preparing proposals for conclusion of bilateral and multilateral agreements, in developing international agreements on access to genetic resources and terms of their utilization, including benefit-sharing.

9. Functions of the Centre:

- carrying out of coordination and information activities in ensuring access to genetic resources and terms of their utilization, including benefit-sharing.

- rendering of information and advisory assistance to the State bodies and other institutions, whose activities come within the scope of the Nagoya Protocol.

- taking part in the development and improvement of standard legal acts regulating access to genetic resources and benefit-sharing from their utilization;

- carrying out of activities to raise awareness of the goals and objectives of the Nagoya Protocol of State bodies' employees, experts in the field of science, agriculture and forestry, customs services, reserve management and studies, fishing and hunting inspectors, lawyers and educators, the general population;

- holding of scientific and practical republican and international conferences on the problems of regulating access to genetic resources and benefit-sharing from their utilization under the Nagoya Protocol;

- organization of scientific and economic expertise of projects, agreements and treaties on access to genetic resources of the Republic of Belarus and terms of their utilization, including benefit-sharing, after obtaining the prior informed consent by the applicant;

- preparation and publication of informative-and-practical textbooks and reference books on the Nagoya Protocol for experts of scientific, scientific-applied, state and departmental institutions as well as for a wide range of stakeholders;

- maintaining constant communication with the Secretariat of the Convention on Biological Diversity and participation in the Clearing-House for information-sharing on genetic resources, on legislative regulation of access to them and benefit-sharing from their utilization;

- giving support and developing the national capacity to collaborate with the Clearing-House under the Nagoya Protocol;

- developing international cooperation under the Nagoya Protocol in all formats, promoting its successful implementation in the Republic of Belarus and other countries;

- preparing National reports on fulfilment of obligations under the Nagoya Protocol by the Republic of Belarus;

- developing and supporting information-reference website under the Nagoya protocol and

its inclusion in the system of information exchange with the internet portal of the Clearing-House of the Convention on Biological Diversity;

- preparing and publishing standard legal acts of the Republic of Belarus as well as information materials on implementation of the Nagoya Protocol in the Republic of Belarus at the the Clearing-House Internet portal under the Nagoya Protocol to the Convention on Biological Diversity.

CHAPTER 3 RIGHTS OF THE CENTRE

10. For carrying out its activities, the Centre is vested with the following rights:

10.1. To request and receive the required documents and information from State bodies, legal entities and natural persons in accordance with established procedure;

10.2. To apply to the State bodies with proposals for improving the legislation and raising the efficiency of administrative and other measures specified for fulfilment of obligations of the Republic of Belarus under the Nagoya Protocol.

10.3. To establish the relationship with foreign governmental and non-governmental institutions in the field of information-sharing, consultations on legislative regulation of access to genetic resources and benefit-sharing from their utilization.

10.4. To establish the relationship with foreign governmental and nongovernmental institutions for participation in international workshops, expert working groups and councils under the Nagoya Protocol and organization of similar events in Belarus.

10.5. To apply to the Ministry of Natural Resources and Environmental Protection of the Republic of Belarus with proposals for the appointment of national coordinators under the Nagoya Protocol and for participation in the Access and Benefit-Sharing Clearing-House.

10.6. To apply to the Ministry of Natural Resources and Environmental Protection of the Republic of Belarus for reporting incidents of non-compliance with the Nagoya Protocol in the territory of the Republic of Belarus.

10.7. To apply to the Ministry of Natural Resources and Environmental Protection of the Republic of Belarus with proposals for format of distributing a positive experience of ensuring access to genetic resources and their mutually beneficial utilization in compliance with the Nagoya Protocol provisions among the interested legal entities and natural persons.

CHAPTER 4 POWERS OF THE HEAD OF THE CENTRE

11. The Head of the Centre:

- shall submit expenditure estimates of the Centre activities for approval by the Director of the Institute;

- shall be responsible for development and implementation of scientific-and-practical plans of the Centre activities;

- shall exercise other powers related to direct management of the Centre;

- shall contribute to the objectives in effective planning, ensuring and improving the quality of the activities;

- shall comply with the requirements of documents of the current quality management system (QMS) relevant to the Centre activities;

- shall make the Management of the Institute proposals for promotion or imposition of a disciplinary penalty on employees of the Centre;

- shall ensure compliance with the requirements for protection of information being of a state and commercial secret, requirements for labour protection, including fire safety, internal regulations, local standard legal acts concerning the Centre activities.

CHAPTER 5 COOPERATION. COMMUNICATION

12. In its activities, the Centre cooperates on the following issues:

12.1. Analysis and reporting – with Deputy Director for Research, Deputy Director for Scientific-and-Innovative Work, Scientific Secretary of the Institute, Heads of laboratories of the Institute, as well as with the Department of Biological Sciences, with the National Academy of Sciences of Belarus;

12.2. Conclusion of contracts and agreements on scientific and technical programs, innovative projects, international treaties, grants and projects of international technical assistance – with Deputy Director of the Institute for Scientific-and-Innovative Work, with the Ministry of Natural Resources and Environmental Protection; other ministries and agencies; laboratories of the Institute, Department of International Cooperation of the National Academy of Sciences of Belarus, Planning and Financial Department of the National Academy of Sciences of Belarus, institutions of the National Academy of Sciences of Belarus, legal entities and other institutions of different forms of ownership, individual entrepreneurs;

12.3. International scientific and technical cooperation within the competence of the Centre – with Deputy Directors for Research and Scientific-and-Innovative Work, Accounts Department of the Institute, Planning and Financial Department of the National Academy of Sciences of Belarus, Department of International Cooperation of the National Academy of Sciences of Belarus;

12.4. Selection, formation and implementation of innovative projects and projects of international technical assistance – with Deputy Director for Research, Heads of laboratories of the Institute, innovation funds, the Ministry of Natural Resources and Environmental Protection of the Republic of Belarus, other ministries and departments, legal entities and other institutions of different forms of ownership, individual entrepreneurs;

12.5. Issues on meeting commitments taken by the Republic of Belarus under the Nagoya Protocol – with the Ministry of Natural Resources and Environmental Protection of the Republic of Belarus as the State Body responsible for implementation of the Nagoya Protocol in the Republic of Belarus specified by the Decree of the President of the Republic of Belarus of 22 May 2014 г. № 235 “On Accession to an International Treaty”.

CHAPTER 6 RESPONSIBILITY OF THE CENTRE

13. The Head of the Centre shall bear the personal responsibility for performing functions and duties prescribed by the present Statute.

14. The Centre staff shall bear the responsibility for:

- Timely and qualitative execution of the duties imposed on them, as well as one-time assignments and tasks;

- Compliance with internal regulations of the Institute, safety and fire regulations.