

Annex S

Access Policy for IWC/SOWER Biopsy Samples

The IWC Archive will comprise a collection of sample material that has been obtained from IWC/SOWER cruises. It represents considerable effort and dedication by SOWER scientists on behalf of the Committee and is a valuable resource for future genetic analyses. The IWC supports making this material available for *bona fide* scientific research, particularly in the context of research relevant to the Committee's work.

Application process

- (1) For new requests, interested investigators shall prepare a brief proposal outlining the intended use of the samples using an agreed form (see Appendix 1). The Committee will appoint a permanent evaluation Working Group¹ to evaluate the proposal for its feasibility and scientific contribution and make decisions on the Committee's behalf. The evaluation of a sample request will consider: (a) the importance of the study's objective; (b) the quality of the experimental design; (c) the technical feasibility of the molecular technique(s); (d) the quantity of material requested; and (e) the availability of requested samples from the IWC Archive.
- (2) The Committee may decide that not all specimens in the archive are available for loan, e.g. because there is insufficient material available.
- (3) Prior to shipment of samples, the investigator will be asked to sign a letter acknowledging acceptance of the

¹ This will comprise the Chair of the Committee and the SOWER cruise Steering Group. This group will seek the advice of appropriate geneticists, as necessary.

following conditions:

- (a) For all samples donated by the IWC, the investigator will provide GenBank/EMBL accession numbers or electronic files of sequence or genotype data no later than the date when a manuscript is accepted for publication.
- (b) The investigator will provide brief annual reports on the status of the research until it is either published or abandoned.
- (c) The investigator will include the SOWER and SWFSC accession numbers for samples used in a study in all publications and GenBank/EMBL submissions.
- (d) The investigator will acknowledge use of the IWC Genetics Archive held at SWFSC, and the IWC/SOWER project, in publications.
- (e) The investigator will provide reprints of all publications that use the samples to the IWC Secretariat.
- (f) The investigator will use the specimens only for the proposed research and will not share them with other scientists.

Failure to comply with the above conditions will result in refusal of future requests.

Applicants should note that: (1) investigators requesting samples are normally responsible for costs of shipping and obtaining permits; and (2) investigators do not have exclusive right to use of the specimen — the same specimens may be provided to other researchers.

Applications for samples should be sent to the Head of Science at the IWC Secretariat (secretariat@iwcoffice.org).

Appendix 1**PROPOSAL FOR ACCESS TO IWC/SOWER GENETIC SAMPLES (SAMPLE APPLICATION FORM)**

Note that: (1) investigators requesting samples are normally responsible for costs of shipping and obtaining permits; and (2) investigators do not have exclusive right to use of the specimen — the same specimens may be provided to other researchers.

1. TITLE OF PROJECT (do not exceed 40 words)**2. DETAILS OF PRINCIPAL INVESTIGATOR(S)***Name**Address**Nationality**Domicile***3. DESCRIPTION OF PROJECT**

(do not exceed 1,000 words)

This should explain adequately the following aspects:

- (a) Background to the proposal, underlying rationale and relevance to IWC needs.
- (b) Specific objectives.
- (c) Justification for species and number of samples requested.
- (d) Molecular techniques to be used and approach.
- (e) Programme or plan of research.

4. OUTLINE OF EXPERIENCE OF INVESTIGATORS

Include recent publications relevant to project; if none relevant give recent publications.

5. SCHEDULE OF WORK

- (i) *Expected completion of other related work (if appropriate).*
- (ii) *Expected completion of final report (note that an annual progress report is required).*

6. TWO REFEREES WHO COULD BE APPROACHED

- (i) *Name*
Address
- (ii) *Name*
Address

7. SIGNATURE OF HEAD OF SUPPORTING INSTITUTION
