

Policy: Herbarium Destructive Sampling

The following policy applies to any use of specimens held in Trinity College Dublin herbarium that requires destructive sampling, defined as the **removal of any part of the specimen for any purpose**.

* Researchers / students must submit a ‘**Request for destructive sampling of material from Trinity College Dublin Herbarium**’ form together with a completed ‘**Conditions of use of material derived from the Trinity College Dublin Herbarium**’ form. The forms are included below.

Email both forms to the herbarium curator Peter Moonlight at: [**moonligp@tcd.ie**](mailto:moonligp@tcd.ie)

* Requests should specify the amount and type of material required and must provide a short paragraph describing the nature and proposed methods of the research.
* Trinity College Dublin Herbarium will only consider destructive sampling requests from researchers affiliated with a recognised institute.
* The number of samples per request will be limited.
* No material will be taken from Type Specimens or “historically important specimens” except in highly unusual circumstances. The definition of a “historically important specimen” and “highly unusual circumstances” is at the discretion of the herbarium curator.
* All herbarium specimens to be sampled must be accessioned (mounted, packeted, barcoded etc). If your request pertains to material that is not yet accessioned, please contact the curator to discuss this.
* **If approved, the material removed will be sampled by a member of the herbarium team.**
* All sampling will be recorded in the herbarium database (BRAHMS) for future reference and specimens will be annotated.
* Recipients outside the European Union should check and inform the Herbarium of any import restrictions that apply to the recipients’ country, with the application.



Request for destructive sampling of material from Trinity College Dublin Herbarium

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| --- | --- |
| **Name:** |  |
| **Email Address:** |  |
| **Status (Student/Researcher/etc):** |  |
| **Supervisor details, including email:** |  |
| **TCD Herbarium Use Only** | Request Number:  Staff Contact: |

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| **Type(s) of material to be sampled:** |
| * Herbarium specimens (vascular plants) * Herbarium specimens (bryophytes) * Herbarium specimens (algae) * Silica-dried collections * Spirit collections * Carpological collections |
| **Description of research aims and methods:** |

Specimens to be sampled:

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| --- | --- | --- | --- |
| **Taxon Name** | **Barcode** | **Collector and Number** | **Country of Origin** |
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Conditions of use of material derived from the Trinity College Dublin Herbarium

Trinity College Dublin herbarium supplies material on the following condition that:

* The material is used in the areas of Research, Education, and Conservation
* Access to sampled material is for non-commercial use. If you seek to commercialise material derived from specimens held in Trinity College Dublin herbarium, please contact the herbarium curator directly at [moonligp@tcd.ie](mailto:moonligp@tcd.ie)
* Material derived from specimens in Trinity College Dublin herbarium, or the products thereof, are not passed on to a third party for commercialisation without the written permission of the country of origin and Trinity College Dublin herbarium.
* Any publication resulting from the use of materials derived from specimens in Trinity College Dublin herbarium should acknowledge the herbarium as a supplier or be published in collaboration with staff from Trinity College Dublin herbarium. A copy of any publication must be emailed to the herbarium curator directly at [moonligp@tcd.ie](mailto:moonligp@tcd.ie)
* Where genetic sequences are made, they must be uploaded to NCBI Genbank.
* Where palynological or anatomical preparations are made, duplicate slides or, in the case of SEM/TEM work, high quality photographs must be sent to Trinity College Dublin.
* As per the Nagoya protocol, any post-1970 plant material requested from Trinity College Dublin may be subject to Prior Informed Consent from the country of origin. Any permissions and conditions of use will be advised before release and if there are any restrictions it will not be made available.
* Trinity College Dublin herbarium cannot verify the accuracy of the identifications or any other data associated with the herbarium specimens held therein.

Trinity College Dublin will hold your personal data for the purposes of managing the collections.

**I agree to comply with the conditions above.**

**Signed:**  **Date:**

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**Please return this form by email to:** [moonligp@tcd.ie](mailto:moonligp@tcd.ie)

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| **Name:** |  |
| **Position:** |  |
| **Organisation:** |  |
| **Index Herbariorum Code (if applicable):** |  |
| **Department:** |  |
| **Address:** |  |
| **Post/Zip Code:** |  |
| **Country:** |  |
| **Telephone Number:** |  |
| **Email:** |  |
| **Signature:** |  |
| **Date:** |  |
| **For Trinity College Dublin Herbarium Staff Use Only** | |
| **Request Number:** |  |
| **Staff Contact** |  |