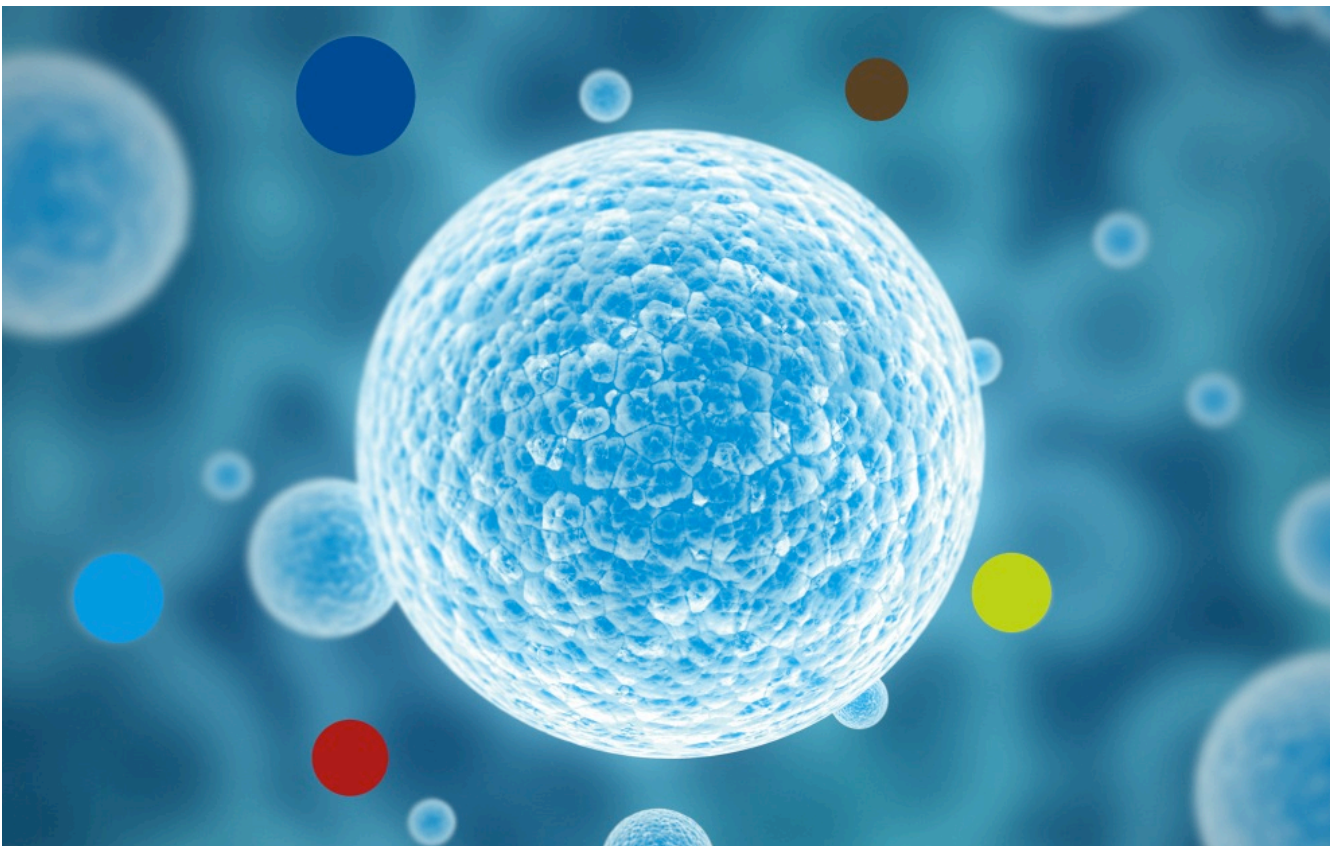


# Guidance for EBiSC Depositors

European Bank for induced pluripotent Stem Cells



<https://cells.ebisc.org> & [www.ebisc.eu](http://www.ebisc.eu)

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## Why should I deposit my cell lines with EBiSC?

The main benefits for an independent researcher (PI) are:

- **Dissemination of the cell line by EBiSC.** The Bank saves you time by responding to researchers who request samples of your cell lines, for example following a publication in which they were described. After completion of one deposition process, EBiSC does the rest.
- **Backup storage.** If your cryo-freezers fail or your locally held stocks become contaminated, you will have opportunities to request samples of your lines to be returned to your lab, with only the shipping to pay.
- **Line recognition.** The iPSC lines you deposit into EBiSC will be recognised through our standardised naming system, raising the profile of your institution, the cell lines deposited and any publications using your deposited lines.
- **Remain the owner of the lines.** Through your cell line deposition, you not only satisfy the requirements of funding bodies and journals to share published cell lines, you still remain the legal owner of the lines.
- **Collaboration with EBiSC partners.** EBiSC consists of both academic, SME and large industrial partners. Through recognition as an owner of an EBiSC line, you become a referral point for potential future collaborators.

The main benefit for larger consortia that are making large numbers of iPSC lines, is that EBiSC offers a future proofed strategy for the maintenance and distribution of the cell lines. This will not only save your consortium money, but will be seen positively by prospective research funding councils.

## What do I need to deposit my cell lines?

As well as samples of the cell lines to be banked, EBiSC will need to confirm a number of details:

1. **De-identified original donor consent.** Sharing a copy of the consent documentation used to collect the initial donor sample is essential to ensure that there are no use restrictions and that voluntary and informed consent was obtained. All identifiable information such as signature, name and date of birth must be redacted before sharing.  
In cases where original consent paperwork is held by a third party clinic and cannot be shared, we can supply the clinic with a form designed to capture specific details without risking donor identification.
2. We also require some **cell line information** such as:
  - Donor information (disease background, sex, age, ethnicity, etc)
  - Cell Line information (reprogramming method, culture medium and matrix, cell line characterisation such as marker expression and differentiation etc.)

This can be input online by registering the line using the hPSCreg portal ([www.hPSCreg.eu](http://www.hPSCreg.eu)).

## How do I deposit my cell lines?

Deposition of induced Pluripotent Stem Cell line(s) into EBiSC is a three-step process. See [cells.ebisc.org/depositors/](https://cells.ebisc.org/depositors/) for more details and a link to the Application form. EBiSC has a dedicated BioSample Acquisition team to help collate this information and guide you through the process. Please email [EBiSC@eurtd.com](mailto:EBiSC@eurtd.com) with any queries.

1. First, you need to provide initial information on the cell lines to be deposited, the background of the donor(s), the original bio-specimens and what consent was obtained. This can be done using our Depositor Initial Application Form, downloadable from the link above.
2. We will then collect information from you on cell line derivation, culture and characterisation. This can be easily entered at [www.hPSCreg.eu](http://www.hPSCreg.eu).
3. We will then complete the EBiSC Material Deposit Agreement with you (EMDA) to allow us to distribute your cells for you.



Once steps 1 to 3 have been completed, a small number of cryopreserved vials of each iPSC line to be deposited can be shipped to EBiSC.

## Required Information for line submission

### 1. Consent & Ethics

HiPSC lines being deposited with EBiSC must be linked to consent documents which are in line with EBiSC requirements. EBiSC has developed its own documents which, when used by the procuring organisation can greatly simplify the process. Where contributors have used their own consent documents, the following aspects should be included within the consent template:

- No prohibition of creation of iPSC cell lines
- Academic and commercial research use
- International sharing
- No prohibition of genetic analyses
- Limit withdrawal rights – iPSC lines and associated data may not be destroyed/deleted
- No financial reward to donors though fair compensation is allowed
- No research updates fed back to donors (due to de-identification process)

If unsure, EBiSC can review and advise on whether consent documents are suitable for subsequent iPSC generation and deposition.

Whichever consent documents have been used, they will have been included in a local ethics application appraising the project. EBiSC would like to record the ethics committee's decision reference number.

### 2. Material Deposit Agreement

The EBiSC MDA is the legal document that enables us to distribute your cell lines with others. Just as with the more familiar Material Transfer Agreements, it sets out the rights and responsibilities of the depositor and the EBiSC Bank. The MDA's appendix holds information on the individual cell lines included in the agreement and takes note of any third party obligations which are linked to one or more of the lines and which an end user must be made aware of. For example, if a novel technology was used in the creation of the iPSC line, a commercial end user may have to contact the holder of the related intellectual property rights to negotiate a commercial licence.

Key points established in the MDA are that the depositor remains the owner of the cell lines, EBiSC may distribute them and the depositor agrees to make information about the line and linked consent/ethics available to EBiSC for due diligence purposes.

### 3. Cell line information

EBiSC has prepared a form for depositors to capture critical information. This includes:

- Local cell line name
- Anonymised donor code
- Donor age and sex
- Disease association, genotype and phenotype
- Reprogramming method
- Cell line culture conditions
- Lowest passage number available
- Historical cell line characterisation
- Where inclusion of cell lines is to proceed, the depositor will be asked to enter these details electronically via a specially developed information portal ([www.hPSCreg.eu](http://www.hPSCreg.eu)). These should be completed by someone who has sight of the redacted donor consent forms.

**Access the EBiSC iPSC Catalogue:**  
[cells.EBiSC.org](https://cells.EBiSC.org)

**For further information on EBiSC:**  
[www.EBiSC.eu](http://www.EBiSC.eu) and [EBiSC@eurtd.com](mailto:EBiSC@eurtd.com)

**Contact the EBiSC BioSample Acquisition Team:**  
[EBiSC@eurtd.com](mailto:EBiSC@eurtd.com)

**And follow us on Twitter:**  
 [www.twitter.com/EBiSC\\_cells](https://www.twitter.com/EBiSC_cells)