



==SOP FOR DEPOSITION OF TYPES IN NIM, ICAR-NBAIR

w.e.f. 1st January 2026

1. Request for type deposition should be addressed to the Director ICAR-NBAIR, Bengaluru.
2. As per the guidelines of NBA for Designated Repositories, the types to be deposited at ICAR-NBAIR should fall in any of the following taxa- "Agriculturally important insects, mites & spiders".
3. A prior intimation of type deposition along with total number of types (prior to mentioning name of ICAR-NBAIR in publication) has to be provided to the Director ICAR-NBAIR.
4. For paratypes strictly restrict the numbers - two to maximum three (representing males and females (if both available)).
5. The label data on the types should be complete (exactly matching the original publication) with distinct colour demarcations for the holotype (Red) and paratypes (Yellow/blue/green).
6. For typing labels use of acid free sheet, Times New Roman font with a font size of 4.5 is recommended however this has flexibility as per the size of the specimen.
7. The gender on the type should be clearly mentioned (if indicated in the publication) before the species name or at least in one of the labels. Please see example provided here:



8. If any part of the specimen is missing/broken/dissected, it should be 'clearly' indicated in the letter of submission as well as in the publication.
9. The type deposition should be "in person" in the museum post intimation to the Director (via mail or signed letter). No postal submissions will be entertained.
10. NIM will retain the original labels (only) submitted by the depositor. Hence utmost care should be taken to cross-check the labels with the publication data. If there are mismatch label data then the depositor is advised to

correct the labels in NIM (in person). The accession numbers will be provided post correction of label data.

11. The type specimens mounted on slides should be clearly visible along with the label data. The slides should be carefully carried during transit in the slide box.
12. The types at the time of submission should be in good condition. **Dilapidated specimens will not be accepted.** Any specimen with fungal hyphae will not be accepted even if prior intimation is given.
13. During transit care should be taken to provide any form of preservative (Naphthalene/Camphor) tied in muslin cloth secured at the corner of the type box with pins. Loose cotton with soaked preservative should be completely avoided.
14. Accession numbers will not be provided without physical receipt of types.

Note: The NIM staff will take some time to acknowledge the receipt of the types post submission as all the types/labels have to be physically cross-checked post submission.