May 2024

# NIGERIA SEED PORTAL





NSP.

## Nigeria Seed Portal

THE HUB FOR NIGERIAN SEEDS AND THE GATEWAY TO A BETTER FUTURE FOR NIGERIAN FARMERS.

Plant Variety Release & RegistrationPortal



PVR

Plant Variety Protection Portal





# USER MANUAL FOR BREEDERS



# Manual for Breeders Using the Nigeria Seed Portal for Variety Release and Protection

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## Introduction

The Nigeria Seed Portal is an essential tool for breeders aiming to release, register, and protect their plant varieties. It comprises two main sections: the Plant Variety Release and Registration Portal (PVR Portal) and the Plant Variety Protection Portal (PVP Portal). This manual provides a detailed guide for breeders to navigate these portals, ensuring compliance with Nigerian regulations.

## **Objectives**

- 1. Facilitate the efficient use of the Nigeria Seed Portal for variety release and protection.
- 2. Ensure breeders comply with Nigerian rules and regulations for variety release and plant variety protection.
- 3. Provide detailed, step-by-step instructions to navigate and utilize the PVR and PVP portals.

# Using the Plant Variety Release and Registration Portal (PVR Portal)

#### **1. Accessing the PVR Portal**

- Login:
  - Navigate to the PVR portal landing page.
  - Enter your login credentials and the correct CAPTCHA.
  - Click on the "Sign In" button.

 $\ensuremath{\bigcap}$  The CAPTCHA ensures that the login attempt is made by a human, preventing automated system access.

# <section-header><complex-block>

# **PVR portal Sign-in Page**

Plant Variety Release & Registration Portal



#### • Registration (if not already registered):

- Select the option to register as a breeder.
- Fill in the required details, which will be sent to the National Centre for Genetic Resources and Biotechnology (NACGRAB) for scrutiny.
- Await account activation via email.
- Log in using the provided credentials once activated.

 $\ensuremath{\mathbb{Q}}$  NACGRAB ensures that all breeder registrations are legitimate and meet the necessary requirements.

# If you want to register as a breeder

Plant Variety Rolease 8 Registration Portal



#### 2. Starting a PVR Application

#### • Initiate Application:

- After logging in, click on "New Application."
- You will be directed to a multi-tabbed application form.

 $\bigcirc$  The multi-tabbed format organizes the application process into manageable sections, making it easier to provide detailed information.



#### • Filling in Information:

- General Information:
  - Choose the crop from the dropdown list.
  - Fill in all relevant details, such as variety name, breeding method, and parental lines.
  - Click "Next" to proceed to the next section.

#### • Descriptors:

• Enter general descriptors (e.g., plant height, leaf shape), specific descriptors (e.g., flower color), DUS (Distinctness, Uniformity, and Stability), and VCU (Value for Cultivation and Use) information.

#### • Saving Progress:

- Continuously save your application by clicking "Save Application."
- A temporary reference number will be generated for tracking.
- See the 3 screenshots for the steps below

 $\ensuremath{\wp}$  saving your progress prevents data loss and generates a reference number for future tracking and it progresses the application to the next tab.

Choose Amaranthus	A Committee New A	
Cabbage Cashew	Texel Seeds	
Cassava Castor		
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Cowpea	Name of proprietorship	Fill up the
Date Palm Forage Legumes	sole	<ul> <li>Click next</li> </ul>
Groundnut		
Kenaf		
Kola		
Maize	* Botanical Name*	
Groundnut	<ul> <li>Arachis hypogaea</li> </ul>	
Common Name *	Proposed Denomination *	
PeaNut	Badam20	
N N	K	
Brief description of plant (Species, kind, genero, location of breeding)		



#### 3. Uploading Documents

- Document Upload:
  - Click "Choose File" to select the required documents from your device.
  - Click "Add" to upload each document (up to five files).
  - After adding all files, click "Save Documents."

 $\bigcirc$  Uploaded documents should include breeding records, test reports, application payment proofs and any other relevant certifications as required by the PVR regulations.

NSP.	Dashboard	Application ~	My Application	Edit Profile	Internal Docs ~	Notifications	Logout

#### Я

SECOND SCHEDULE THE FEDERAL REPUBLIC OF NIGERIA FORM PBR-1

Application for Registration of Plant Breeders Rights



• Saving and Editing:

 Your application will now be saved but not submitted, allowing you to edit or upload more documents later. You submit to registrar later when you are confident you have all the information needed for the submission. You submit finally going to the "My Applications" section and clicking the green button

This feature provides flexibility to gather and upload documents over time, ensuring completeness before final submission.

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Regatration	Declaration	DUS and Other Detemptors	NCU	
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YO		N NUMBER : PVR24051812	35049740	
r application is sav can view and edit can Upload more	ed, but not submitted later documents later			

#### 4. Submitting the Application

- Final Review:
  - Review all entered information and uploaded documents.
  - Once satisfied, submit your application to the registrar. ( use this button)
  - Track the application status in the breeder's dashboard.

 $\bigcirc$  A thorough review ensures accuracy and completeness, reducing the likelihood of rejection or requests for additional information.

All				~				
show 10	✓ entries					-		Search:
* * *	Registration No	Registrant	Entry Date	Status	Plant Name	lew 🕴 Edit	Final Submission	Download Certificate
1	PVR2405181235049740	Demo Arnab 4	18 May 2024	Pending	Groundnut	2		
2	PVR2404011255328240	Demo Arnab 4	01 Apr 2024	Accepted Under Consideration	Tomato	0		
з	PVR2403220201309019	ewrWEEW	22 Mar 2024	Submitted	Cotton			
4	PVR2402280439512450	Demo Arnab	28 Feb 2024	Pending	Groundnut	2	£	
5	PVR2402161210299299	Demo Arnab 3	16 Feb 2024	Submitted	Cassava			
6	24012401241820633435	Demo Arnab 3	24 Jan 2024	Approved	Okra	•		44.
7	24011203304020638726	Demo Arnab 2	12 Jan 2024	Approved	Wheat			
8	24011002341720632711	Demo Arnab	10 Jan 2024	Approved	Cassava	•		. the
9	24011002174520633192	Demo Arnab	10 Jan 2024	Approved	Tomato			
10	23122112523120634263	Arnab Test Dec	21 Dec 2023	Pending	Soybean	2	±.	
Showing 1	I to 10 of 16 entries							Previous 1 2 5

This means you car<mark>submi</mark> to registrar. Absence means you already have

- This meansan approved applicationand you can download your certificate
- You can always view your application

#### 5. Tracking Application Status

- Dashboard Status Indicators:
  - **Pending:** Finalize and submit your application.
  - **Submitted:** Await registrar's acceptance or provisional rejection.
  - **Rejected under Consideration:** Edit and resubmit the application with corrections.
  - Accepted under Consideration: Registrar's review is in progress.

 $\ensuremath{\bigcirc}$  These status indicators help breeders understand the current state of their application and what actions, if any, are required.

(ppii)	cation Type									
All				~						
how	10 👻 entries			$\frown$					Search:	
a +	Registration No	+ Registrant +	Entry Date	Status	Flant Name	( View	+ Edit +	Final Submission	Download Certificate	
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4	PVR2402280439512450	Demo Arnab	28 Feb 2024	Pending	Groundnut	۵	8			
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7	24011203304020638726	Demo Arnab 2	12 jan 2024	Approved	Wheat	•			-	
8	24011002341720632711	Demo Arnab	10 jan 2024	Approved	Cassava	٥			a.	
9	24011002174520633192	Demo Arnab	10 jan 2024	Approved	Tomato	•			d	
10	23122112523120634263	Amab Test Dec	21 Dec 2023	Pending	Soybean		×			

#### Statuses in the dashboard: Breeders' actions

Pending: You need to finalize your application and submit whenever your form is ready with all docs and info

Submitted: Registrar needs to either accept or provisionally reject

Rejected under consideration: There are some info missing or incorrect. You can now edit and 'resubmit'. Accepted under consideration: Registrar has accepted and your application is under review by TSC and NSC



# **Using the Plant Variety Protection Portal (PVP Portal)**

#### 1. Accessing the PVP Portal

- Login:
  - Navigate to the PVP portal landing page.
  - Enter your login credentials and the correct CAPTCHA.
  - Click on the "Sign In" button.

 $\ensuremath{\bigcirc}$  The CAPTCHA ensures that the login attempt is made by a human, preventing automated system access.



Breede	er's sign	-in Page	9		Puer Variety PVP Protection Partiel
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Sign in		Forgot Password			
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and the second	future for Nigerian formers	FAQ	State Nigeria	Expressway, Sheda, FCT	옷을 다 소리 수 없
		Contact	\$ +234-8065152346,	\$ +234-8113887697	

#### • Registration (if not already registered):

- Select the option to register as a breeder.
- Fill in the required details for scrutiny by the Plant Variety Protection Office (PVPO).
- Await account activation via email.
- Log in using the provided credentials once activated.

 $\ensuremath{\mathbbmath{\mathbb{P}}}$  PVPO ensures that all breeder registrations are legitimate and meet the necessary requirements.



#### 2. Starting a PVP Application

#### • Initiate Application:

- After logging in, click on "New Application."
- You will be directed to a multi-tabbed application form.

 $\ensuremath{\mathbb{Q}}$  The multi-tabbed format organizes the application process into manageable sections, making it easier to provide detailed information.



#### • Filling in Information:

- General Information:
  - Fill in all relevant details, such as variety name, breeding method, and parental lines.
  - Click "Next" to proceed to the next section.

		APPLIC	ATION FORM			
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,	inish	Name and address to which correspondence is to be sent (if different from above)
		Name *
Information on applicant or representati	ve	Address *
Applicant (i) Name* Tony Mkena		Telephone No. *
		Fax *

rgomente AVSUL)	NSPA Loput
	Is which date was the variety sold in other territories/ countries? *
pplication No *	AUTHORIZATION
tage *	9 (b): I/We declare that the material provided with the first application is representative of the variety and relevant to this application. O Yes I/We do
resders Reference or Denomination *	(c) Authorization is hereby given to the Authority to exchange with the competent authorities of any UPOV member all necessary information and material related to the variety, provided that the rights of the applicant are safeguarded.
	O Agree O Disagree O No Applicable
ther Declarations (Optional)	We hereby apply for the grant of plant breaders' rights. LWe hereby declare that, to the best of mylour knowledge, the information necessary for the examination of the application, given in this form and in the annexes, is complete and correct.* Inter Namely Place and Date
, Priority is claimed in respect of the application filed in State / Integravermental equivalent (Filed State) (State (Filed State)) (State / Integravermental sparsated by comma) An official copy of the first application, including the date of filing, is requested as a ertification of priority (uplead if applicable, the uploads section below)	Write your fullname
. The variety has been	
Sold or otherwise disposed of to others, by or with the concent of the breeder, for purposes of exploitation of the variety	
O offered for sale or marketed with the armement of the breeder. ONAL Vet	
Concrete in and of the fetter monthle agreement of the best of the fet	

#### • UPOV Model Technical Questionnaire:

• Complete the questionnaire according to the guidelines provided by the International Union for the Protection of New Varieties of Plants (UPOV).

Fill in the UPOV model Technical Questionnaire too, in the next tab

	=	Descendential of (a) an implet ( define a type) gebliker on implementary i
	APPLICATION FORM	
	52	Exactly the expression of the characteristics; (in the similar variety) as:
	UPOV MODEL FORM	7.11n addition to the Information provided in unclines 3 and 6, are there any additional characteristics which may help to distinguish the variety? O'res O for
FOR THE APPL	ICATION FOR PLANT BREEDERS' RIGHTS	If Yes, Provider details 1
Tagazzan 1	In Instal Questionner	
	and addressment relation of unsumer - concerning and on social as	we done any special conditions for growing the variety of conducting the examination?
Reference Number *	1.1 Belankal name *	If Yes, Provide datafis *
	Solamam tuberosum	
1.3 Comman name: * Kidh potata	2. Applicant Name * Tone Mixena	Other Information * Index to CON 34 Chapter 18: 10(3.16) - walkery use 31 ADM 16 Chapter 18: 10(3.16) - where a photograph of the variety is to be provided 1 COM 35 [Chapter 10: 10(3.16) - publices for applicant
Applicant address *	Telephone no *	
Fill in address	445555555	Authoritation for release
fea no* 4477085522	Email Address *	R 101 Does the variety require prior authorization for release under legislation concerning the protection of the environment, human and animal health?
Brooder (F different from Applicant)*	3. Prepared denomination *	0.60
	Por21	If the Transveption the authorization No file opticated Docent No. The opticated
Breesler's reference: * 34630546		5.1 The expression of a characteristic or second characteristics of a variety may be affected by factors, such as prets and disease, chemical tradition is g. grawth
information on the levening scheme and propagation of th	he variety	Processory of pressory, investory of more control, investory reactions, some same transform protection points of a tract, its, incompanies of point-matrix to be examined as submitted for examination. I
4.1 Breading scheme * See ADV 11 (Dapter 10: 75 4.1) : industration on breading	ukana	4.3 The plant material based rest here undergoes any materians shells multiplication properties of the descentration of the runking, writes the compared based of the second s
4.3 Method of propagating the sariety <sup>2</sup> Refer ( 64 (H (Dropter H); T() 4.2) - Information semethod sarieties (	of propagating the variety $J_1$ GN 32 (Chapter 10: TQ 4.2) - information on method of propagation of hybrid	Destaution
3. DES Traisidiques Die DES craits for dris crap. Refer to ( C	M 13.1, 13.4 (13.4)(44 19. 19. 19. 1	Thereby declare chec, to the base of my knowledge, the information provided in this from is somet; * Applicant Name
Seedling anthoganis coloration of hypecolyl C staars	C Present	Euro *
Next:growth type Codemonate C tooloominute		Termina San Bustranda
6. Similar Nationies Role: in ( 69:33 )(Chapter 10:70 K) -siz	nlarvarieties)	

#### • DUS Information:

- Enter the required DUS details.
- If you already have done the DUS testing through an authorized entity, check the "I have DUS report" checkbox and upload the pdf document. Otherwise continue selecting the DUS traits for the crop from the drop down menu.

	NSP. Dashboard A	pplication - My Application	Edit Profile Internal Docs ~	Notifications Legout	
		APPLICAT	TION FORM		
FOR		UPOV MO ATION FOF	DEL FORM PLANT BI	REEDERS' R Firish	IGHTS
I have an official DUS Report					
Upload File * Choose File No file chosen	Nigeria Seed Portal2_	2063_180524074953.pdf Down!	Delete		
		Mandatory Potato	DUS Characteristics		
	Lightsprout: size small v	Lightsprout: shape	Lightsprout: intensity of anthocyanin coloration of base	Lightsprout: proportion of blue in anthocyanin coloration of base	
	Lightsprout: pubescence of base weak	Lightsprout: size of tip in relation to base medium	Lightsprout: habit of tip closed v	Lightsprout: anthocyanin coloration of tip Choose Option	
	Lightsprout: pubescence of tip weak ~	Lightsprout: number of root tips few ~	Lightsprout: length of lateral shoots medium +	Plant: foliage structure stem type v	
	Plant: growth habit Choose Option ~	Stem: anthocyanin coloration absent or very weak *	Leaf: outline size	Leaf: openness Choose Option +	
	Leaf: presence of secondary leaflets medium ~	dark *	Leaf: anthocyanin coloration on midrib of upper side Choose Option ~	Second pair of lateral leaflets: size Choose Option	
	Second pair of lateral leaflets: width in relation to length narrow	Terminal and lateral leaflets: frequency of coalescence low v	Leaflet: waviness of margin weak ~	Leaflet: depth of veins shallow v	
	Leaflet: glossiness of the upperside Choose Option	Leaflet: pubescence of blade at apical rosette absent +	Flower bud: anthocyanin coloration weak ~	Plant: height very short v	
	Plant: frequency of flowers absent or very low	Inflorescence: size small v	Inflorescence: anthocyanin coloration on peduncle Choose Option ~	Flower corolla: size small v	
	Flower corolla: intensity of anthocyanin coloration on inner side	Flower corolla: proportion of blue in anthocyanin coloration on inner side	Flower corolla: extent of anthocyanin coloration on inner side	Plant: time of maturity Choose Option ~	
	absent or very weak v	absent or low v Tuber: depth of eyes	small v Tuber: color of skin	Tuber: color of base of eye	
	Choose Option ~	Choose Option ~	Choose Option 👻	Choose Option ~	
	Tuber: color of flesh Choose Option v	Light beige and yellow skinned varieties only: Tuber: anthocyanin coloration of skin in reaction to light Choose Option			
		Previou	Save Dus		

#### • Saving Progress:

- Continuously save your application by clicking "Save Application."
- A temporary reference number will be generated for tracking.

 $\displaystyle \bigodot$  Regularly saving your progress prevents data loss and generates a reference number for future tracking.

#### 3. Uploading Documents

- Document Upload:
  - Click "Choose File" to select the required documents from your device.

- Click "Add" to upload each document.
- After adding all files, click "Save Documents."

**Q** Uploaded documents should include breeding records, test reports, payment proofs, and any other relevant certifications as delimited by the Nigerian laws.

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AFTER CHOOSE FILE AND ADDING THE FILE, DO NOT FORGET TO CLICK "SAVE' TO FINALIZE THE UPLOAD

• Saving and Editing:

• Your application can be saved but not submitted, allowing you to edit or upload more documents later.

 $\ensuremath{\bigcap}$  This feature provides flexibility to gather and upload documents over time, ensuring completeness before final submission.

NSP.	De	shboard Application	<ul> <li>My Application</li> </ul>	Edit Profile	Internal Docs ~	Notifications	Logout	
		APPLICATIO	ON FORM					
		R						
	FOR THE APPLIC	UPOV MOD ATION FOR	EL FORM PLANT BR	EEDER	S' RIGHTS			
Registration	Technical Questi	onnaire	DUS		Uploads	Finish		
	Temporary	Application Reference N	lumber - PVP2405180	0730125516				
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		View App	Ication					
		i					_	
Your ap	plication i	s save	d, but	not	subm	hitted		
You car	n Upload	more d	locum	ents	later			

#### 4. Submitting the Application

- Final Review:
  - Review all entered information and uploaded documents.
  - Once satisfied, submit your application to the registrar.
  - Track the application status in the breeder's dashboard.
  - *Explanation:* A thorough review ensures accuracy and completeness, reducing the likelihood of rejection or requests for additional information.

#### Some notes

You maybe also registered and had submissions in the **Variety release portal**, but this PVP one is separate

Your dashboard only shows the PVP applications

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Z This means you can edit the application. Absence means you cant anymore, unless registrar send it back to you

1 This means you can submit to registrar. Absence means you already have

This means an approved application and you can download your certificate

You can always view your application

#### **5. Tracking Application Status**

- Dashboard Status Indicators:
  - **Pending/Draft:** Finalize and submit your application.
  - **Submitted:** Await registrar's acceptance or provisional rejection.
  - **Rejected under Consideration:** Edit and resubmit the application with corrections.
  - Accepted under Consideration: Await the review and Gazette publication.

 $\ensuremath{\bigcirc}$  These status indicators help breeders understand the current state of their application and what actions, if any, are required.

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## **Compliance with Nigerian Rules**

Both the PVR and PVP portals are designed to comply with Nigerian regulations for plant variety release and protection. The steps outlined ensure adherence to the guidelines set by NACGRAB for variety release and PVPO for variety protection, facilitating a smooth and regulatory-compliant process for breeders.

### Glossary

- 1. **Account Activation**: The step after successful breeder registration where the relevant Nigerian authority verifies the provided information and grants the breeder access to the online portals by activating their account and providing login credentials.
- Application Status: Indicators that inform breeders about the current stage of their application, such as "Pending," "Submitted," "Rejected under Consideration," or "Accepted under Consideration," allowing them to track its progress.
- 3. **Breeder Registration**: The process by which a breeder provides personal and professional details to the relevant Nigerian authority (NACGRAB or PVPO) to establish their identity and eligibility to apply for plant variety release or protection.
- 4. **Breeder's Dashboard**: A personalized online interface within the Nigeria Seed Portal where breeders can access, manage, and monitor the status of their applications for variety release or protection.
- 5. **CAPTCHA**: A security measure that involves presenting a simple test (e.g., identifying distorted letters or numbers) during the login process to verify that the user is a human and not an automated system, preventing unauthorized access.
- 6. **Distinctness, Uniformity, and Stability (DUS)**: Three essential criteria that a new plant variety must meet to be eligible for protection, ensuring it is distinct from existing varieties, uniform in its characteristics, and stable across generations.
- 7. **Document Upload**: The process of submitting supporting documentation, such as breeding records, test reports, and relevant certifications, as part of the application process for variety release or protection.
- 8. **DUS Report**: An official document that presents the results of the DUS testing conducted on a new plant variety, demonstrating its compliance with the DUS criteria required for protection.
- 9. **DUS Testing**: A comprehensive evaluation process to assess whether a new plant variety meets the Distinctness, Uniformity, and Stability criteria, typically conducted by authorized testing centers or agencies.
- 10. **DUS Traits**: Specific characteristics or attributes of a plant variety that are assessed during the DUS testing process, such as plant height, leaf shape, flower color, or disease resistance, to determine its distinctness, uniformity, and stability.
- 11. **Final Review**: The step in the application process where breeders carefully review all the information and documents they have provided to ensure accuracy and completeness before submitting the application to the relevant authority.
- 12. **Gazette Publication**: The official public announcement or notice in the government gazette (official journal) regarding the acceptance of a plant variety for protection, informing the general public and other interested parties and invite if they have any objections pertaining to infringement.
- 13. **General Descriptors**: Broad characteristics used to describe the overall appearance and growth habit of a plant variety, such as plant height, leaf shape, and growth pattern.
- 14. **Multi-tabbed Application Form**: A user-friendly format for online applications that breaks down the process into multiple sections or tabs, allowing breeders to navigate and complete the application in a structured and organized manner.
- 15. National Centre for Genetic Resources and Biotechnology (NACGRAB): The Nigerian government agency responsible for overseeing and regulating the release and registration of new plant varieties in the country.
- 16. **Nigerian Regulations**: The laws, rules, and guidelines set forth by the Nigerian government, through agencies like NACGRAB and PVPO, that govern the processes of plant variety release, registration, and protection in the country.

- 17. **Parental Lines:** The parent plant varieties or genotypes used in the breeding process to create the new variety, information that must be provided in the application.
- 18. **Plant Variety Protection Office (PVPO):** The Nigerian government office tasked with administering and enforcing plant variety protection laws, ensuring breeders' rights over their protected varieties.
- 19. **Plant Variety Protection Portal (PVP Portal):** A section of the Nigeria Seed Portal that enables breeders to apply for legal protection of their new plant varieties, granting them exclusive rights over their commercialization and propagation.
- 20. **Plant Variety Release and Registration Portal (PVR Portal):** A section of the Nigeria Seed Portal designed to facilitate the process of applying for the official release and registration of newly developed plant varieties in Nigeria.
- 21. **Provisional Rejection**: A temporary rejection of an application for variety release or protection, typically due to incomplete or incorrect information, allowing the breeder to make necessary corrections and resubmit the application.
- 22. **Reference Number**: A unique identification number assigned to a breeder's application upon saving their progress, allowing them to track and retrieve their application at a later time.
- 23. **Regulatory Compliance**: The adherence to the rules, regulations, and guidelines set forth by the Nigerian government agencies (NACGRAB and PVPO) governing the processes of plant variety release, registration, and protection, which the Nigeria Seed Portal is designed to facilitate.
- 24. **Saving and Editing**: The ability to save an incomplete application and make changes or add more information before final submission, allowing breeders to gather and prepare all necessary documents and data over time.
- 25. **Specific Descriptors**: Detailed characteristics used to distinguish a plant variety, such as flower color, fruit size, or disease resistance.
- 26. **UPOV Model Technical Questionnaire**: A standardized questionnaire developed by the International Union for the Protection of New Varieties of Plants (UPOV) that breeders must complete as part of the application process for plant variety protection, providing detailed technical information about their new variety.
- 27. **Value for Cultivation and Use (VCU)**: An evaluation of a new plant variety's agronomic performance, yield potential, and suitability for cultivation and intended use, which is a requirement for variety release and registration.
- 28. **Variety Name / Denomination**: The unique name assigned to a new plant variety by the breeder, which must be provided in the application form.
- 29. **Breeding Method**: The specific technique or approach used by the breeder to develop the new plant variety, such as hybridization, mutation breeding, or genetic engineering.
- 30. **Nigeria Seed Portal**: A comprehensive online platform maintained by the Nigerian government that provides breeders with digital tools for releasing, registering, and obtaining legal protection for new plant varieties.