

UCR INSTITUTIONAL BIOSAFETY COMMITTEE (IBC) CHARTER

(Approved 8/22/01)

Membership of the Biosafety Committee

- As established by NIH guidelines, the IBC will be comprised of no fewer than seven members: two members from outside the UCR community, at least one scientist with expertise in plant pest containment, at least one scientist with expertise in animal hazard containment, at least one scientist with expertise in recombinant DNA (rDNA) techniques, and one member representing the scientific staff.
- The Biosafety Officer (BSO), an employee of Environmental Health and Safety, is a full member of the IBC.
- If rDNA research involving human subjects is proposed at UCR, the IBC must include a scientist with expertise in this area.
- Non-committee faculty or staff with a particular expertise will be asked to advise the Committee when needed.
- Members are officially appointed by the Chancellor following a recommendation by the Institutional Official. The Chair is appointed by the Institutional Official.

Functions of the Biosafety Committee

- Serves as the Institutional Biosafety Committee required by NIH for review of rDNA research.
- Formulates, monitors and enforces campus policy and procedures for the safe use and handling of biohazardous materials.
- Reviews, approves, and oversees practices and procedures related to all research and teaching involving rDNA and biohazardous materials, in a timely manner. Protocols must be approved before the work commences.
- Reviews laboratory space where the proposed use of biohazardous materials will take place to ensure that requested containment levels are adequate. This review will be done by the BSO with assistance as deemed necessary by the BSO.
- Advises the Institutional Official on all matters relating to the safe use of rDNA and biohazardous materials.
- Assist PIs to meet their teaching and research responsibilities.
- Recommends modifications, suspension or termination of projects to assure compliance with regulatory policies.
- Reviews and comments on proposed external regulations.

Procedures

- The IBC will operate administratively under the purview of the Office of Research Affairs, specifically the ORA Compliance Office.

- Protocols for the use of biohazardous materials shall be filed by the Principal Investigator on forms made available by the IBC through the Office of Research Affairs (ORA) Compliance Office.
- All protocols will be logged by the ORA Compliance Officer and then forwarded to the BSO for initial review and disposition. The BSO can approve applications at BL-1; applications at BL-2 or higher will be reviewed by the IBC as a whole at a convened meeting. The initial review by the BSO will include an assessment of the proposed Biosafety Level and facilities. The BSO may consult at her/his discretion with members of the IBC or any other sources of expertise as is deemed appropriate. All IBC protocols, minutes, agenda and related correspondence (including that with regulatory agencies) will be housed in the ORA Compliance Office.
- Protocols will be subject to annual review by the IBC. They will require full resubmission every three years.
- The IBC will meet a minimum of twice a year.

Definitions

"Biohazardous Materials" shall be defined as: All infectious organisms (bacteria, fungi, parasites, prions, rickettsias, viruses, yeasts, etc.) which can cause disease in humans, or cause significant environmental or agricultural impact. This shall include work with human or primate tissues, fluids, cells, or cell culture; recombinant DNA; transgenic plants or animals; human gene therapy; releases of recombinant DNA to the environment; and work with animals known to be infected with a zoonotic disease.

References

NIH "Guidelines for Research Involving Recombinant DNA Molecules"
 CDC-NIH "Biosafety in Microbiological and Biomedical Laboratories"
 California Code of Regulations Title 8, Chapter 4, Section 5193 "Bloodborne Pathogens"
 California Health and Safety Code Chapter 6.1 "Medical Waste Management Act"
 U.S. Department of Agriculture, Animal and Plant Inspection Service, National Center for Import and Export