

UC IRVINE IBC CHARGE

The Institutional Biosafety Committee is responsible for enforcing policies and guidelines related to university-related use of all potentially hazardous biological agents including but not limited to infectious agents, human and non human primate materials (including established cell lines), CDC select agents, recombinant DNA and studies involving human gene transfer. The Committee ensures that research involving these agents is conducted in a manner that does not endanger the researcher, laboratory worker, human research subjects, the public or the environment.

The Institutional Biosafety Committee is responsible for:

- Formulating and implementing policies related to the safe use of biological materials, recombinant DNA, and CDC select agents;
- Reviewing all research protocols involving biological materials, recombinant DNA, CDC select agents;
- Approving or disapproving such projects based on their hazard potential and proposed containment procedures;
- Establishing, approving and monitoring proper laboratory conditions and procedures required for such projects;
- Reviewing the qualifications and training of investigators and laboratory personnel engaged in such research to ensure the use of appropriate laboratory safety techniques;
- Ensuring the adoption of proper disposal and decontamination procedures;
- Adopting emergency plans that cover accidental spills and personnel contamination resulting from research;
- Ensuring that any significant problems with or violations of the NIH and/or CDC Guidelines are investigated and reported as specified in the *NIH Guidelines for Research Involving Recombinant DNA Molecules* and the *"Biosafety in Microbiological and Biomedical Laboratories"* respectively.

The Committee follows the *NIH Guidelines for Research Involving Recombinant DNA Molecules* on the use of recombinant DNA and human gene transfer and the CDC/NIH guidelines, *"Biosafety in Microbiological and Biomedical Laboratories"*, in addition to implementing more restrictive guidelines as needed.

The Institutional Biosafety Committee meets monthly. Fifty one percent of the voting membership is necessary to establish a quorum to conduct business. Committee members are selected from a pool of faculty with expertise in the properties and safe use of human and non-human primate materials, infectious agents, carcinogens, select agents, recombinant DNA and human gene transfer trials. The pool of faculty selected to serve on the committee shall meet the requirements specified in the *NIH Guidelines for*

Research Involving Recombinant DNA Molecules. Members must attend three-fourths of the meetings or they will be removed from the committee the following year.

The Institutional Biosafety Committee shall consist of at least seven voting members appointed by the Vice Chancellor of Administrative and Business Services. The seven voting members must include a member with expertise in recombinant DNA technology, a member from the Department of Medicine, the Director of the University Laboratory Animal Resources department, a member representing the laboratory technical staff, two outside community members and the Biological Safety Officer. Ad-hoc Committee members will be used for various situations as they arise. Members shall serve for a term of three years, which may be renewed by the Vice Chancellor of A&BS. The Chair shall be designated by the Vice Chancellor of A&BS and selected from among the faculty representatives on the Committee.

The Committee reports administratively to the Vice Chancellor of A&BS. The Committee also receives executive oversight and guidance from the Vice Chancellor of Research; as such, it will routinely update the Vice Chancellor of Research on its activities and seeks advice as needed to resolve research compliance related issues. The Vice Chancellor of Research will in turn apprise the Vice Chancellor of A&BS of IBC of any activities or issues that require executive attention.