An introduction to
UR’s INSTITUTIONAL BIOSAFETY COMMITTEE (IBC)

The NIH Guidelines apply to all University PIs.
- To ensure the safe handling of recombinant materials, the NIH Guidelines for Research Involving Recombinant or Synthetic Nucleic Acid Molecules (NIH Guidelines) require:
  - An Institutional Biosafety Committee composed of faculty, staff, and community members,
  - IBC approval of many Biosafety Level (BSL) 1 and BSL2 experiments before starting work,
  - Self-reporting violations, and making reports and meeting minutes available to the public.
- The NIH Guidelines apply to all University PIs, even if they don’t receive NIH funding.

IBC approval is required before performing work that includes:
- Experiments covered by the NIH Guidelines, regardless of funding source
  - Recombinant infectious agents if the wild-type or modified version may cause disease in people (healthy or immune suppressed), animals or plants
  - Viral vectors (including commercial)
  - Plasmids used to express or silence genes in E. coli, cells, animals, etc.
  - Recombinant cells administered to animals
  - Transgenic animals (new rodent strains, Drosophila, etc.) generated at UR
  - Human subjects
  - Additional experiments not routinely performed at UR (see New PI Information).
- At UR, human pathogens, or materials handled at BSL2 or higher (including human or primate blood, body fluids, tissues, cells/cell lines used or stored by non-clinical research labs/staff)

How to get IBC approval:
1. Personnel directing or performing lab work complete EH&S Laboratory Safety Training.
2. PI submits consolidated form (or separate forms: LAB/L, Project/G or HS, +/- viral vector/VV)
3. EH&S performs a lab inspection; verifies Training and Lab Safety Checklists for all personnel.
4. IBC reviews protocols, assigns biosafety levels, confirms lab has been inspected and personnel are trained, then approves protocol. Biosafety Officer sends approval letter(s).

For more information:
- IBC web pages, IBC Registration Forms, UR Biosafety Requirements and Resources
- IBC Coordinator ddouglass@safety.rochester.edu, Biosafety Officer srosen22@safety.rochester.edu

Additional approvals or instructions are required for:
- Shipping, transporting biohazards, some biologicals, dry ice – Shipping policy/training
- Animals - University Committee on Animal Resources (no chem/bio/rad in vivo until EH&S sends risk letter and PI submits Notification of Intent to Use a Hazardous Substance in the Vivarium).
- Chematix/UR’s Chemical Management System (Inventory, Waste, Safety Data Sheets)
- Lasers - Laser Safety Program
- OSHA recognized carcinogens - Chemical Hygiene Plan, Chemical Safety Officer in EH&S
- Radioactive materials or isotopes - Radiation Safety Unit
- Additional listed on Office of Research and Project Administration’s, ORPA Sign Off Form