

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 rosen22@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 Intended Use](#)). Note: if experiments in the UCAR require IBC approval, UCAR requires IBC approval prior to UCAR approval.
- Human subjects - [Research Subjects Review Board](#) (exempt? see [Exempt Status Determination](#)).
- [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](#)