

Institutional Biosafety Committee Charter

Introduction

The Oregon Health & Science University Institutional Biosafety Committee (IBC) is responsible for evaluating all research that is conducted with recombinant DNA (rDNA), infectious agents, or biological toxins, regardless of funding source, in order to oversee the health and safety of employees and the public, and to ensure compliance with the NIH Guidelines for Research Involving Recombinant DNA Molecules (NIH Guidelines).

The recommendations of the IBC are transmitted to the PI of the research project.

Membership

The IBC consists of no less than five members representing diverse disciplines and departments with experience in rDNA and infectious disease research. At least two members from the public, a Biosafety Officer, a veterinarian (animal containment expert), and a member with clinical or gene therapy expertise shall be appointed as prescribed by the NIH Guidelines. The committee may call upon non-member (outside) consultants or experts as required to perform its duties.

The Provost upon recommendation of the Vice President for Research appoints the chair of the committee and members to the IBC (the IBC chair may also recommend new committee members). Members serve a term of 3 years. Terms of appointment for members will be staggered in order to provide continuity of representation. Members may be reappointed to serve additional terms upon recommendation of the Chair and approved by the Provost.

Function

The IBC meets monthly or as necessary to review and approve all rDNA, non-recombinant infectious agent, and biologically-derived toxin research, including research with select agents, under OHSU Policies 04-06-001 and 04-10-001, to ensure the safety of employees, to identify any reasonable or significant risk to public health or the environment, and to ensure compliance with the NIH Guidelines. Annual reviews of existing rDNA or infectious agent/toxin research projects are also required. Committee members will be assigned research proposals to review and present in convened meetings. The assigned member(s) will review and present the Recombinant DNA Research Questionnaire (RDRQ) and/or Infectious Agent/Toxin Questionnaire (IAQ) and pertinent submitted written information (journal articles or vector information). Following discussion with the convened committee, the reviewer(s) may suggest approval of the proposed project as described in the RDRQ or IAQ, or additional recommendations for the safe conduct of the research proposal may be suggested including the designation of containment level as required by the NIH Guidelines. Approval of a research proposal requires an affirmative vote of the majority of the voting members present.

The IBC will notify the PI of approval of the research proposal and any additional recommendations or requirements. The IBC will also notify the Institutional Animal Care & Use Committee (IACUC) for projects using animals or the Institutional Review Board (IRB) for human gene transfer projects of the committee's approval and recommendations.

Committee Constitution and Voting

No decisions may be made without a quorum of the committee members present or polled. A quorum is a majority (one-half plus one) of committee members. A majority of a quorum is required to pass a motion. Votes of abstention or opposition will be noted in the minutes along with a brief explanation for such a vote.

More detailed information on the IBC review procedures can be found at <http://www.ohsu.edu/research/rda/ibc/ibcpolicies.shtml>.