

## IBC Meeting Schedule

The following schedule is provided to assist Principal Investigators and staff who assist the PI in registering work with the Institutional Biosafety committee (IBC).

As a reminder, any work with biohazards must be approved by the IBC. Biohazards include but are not limited to:

- Infectious agents (viral, bacterial, fungal, parasitic, or prion)
- Recombinant nucleic acids (ex: plasmids with inserts, viral vectors, etc. or whole animals and plants with introduced recombinant materials)
- Infected animal blood and/or tissues
- Human blood, blood products, or fluids
- Human derived cell lines or tissues
- Live vaccines

To be reviewed at the next IBC meeting, your registration form must be submitted in Topaz by the **Deadline for New Submissions**. This will allow time for administrative review of your application. Any revisions requested during the administrative review must be submitted in Topaz by the **Deadline for Final Administrative Revision** to ensure inclusion on the next IBC meeting agenda. The status of the protocol and any additional requirements for full approval will be communicated to the PI by the **Protocol Status Date**.

For information about the TOPAZ system, please visit: [http://ehs.uky.edu/biosafety/forms\\_0001.php](http://ehs.uky.edu/biosafety/forms_0001.php)

DEADLINE FOR NEW SUBMISSIONS	DEADLINE FOR FINAL ADMINISTRATIVE REVISION	MEETING DATE	PROTOCOL STATUS DATE
14-Dec-11	4-Jan-12	11-Jan-12	18-Jan-12
11-Jan-12	25-Jan-12	1-Feb-12	8-Feb-12
15-Feb-12	29-Feb-12	7-Mar-12	15-Mar-12
14-Mar-12	28-Mar-12	4-Apr-12	11-Apr-12
11-Apr-12	25-Apr-12	2-May-12	9-May-12
16-May-12	30-May-12	6-Jun-12	13-Jun-12
19-Jun-12	3-Jul-12	11-Jul-12	18-Jul-12
11-Jul-12	25-Jul-12	1-Aug-12	8-Aug-12
15-Aug-12	29-Aug-12	5-Sep-12	12-Sep-12
12-Sep-12	26-Sep-12	3-Oct-12	10-Oct-12
17-Oct-12	31-Oct-12	7-Nov-12	14-Nov-12
12-Nov-12	28-Nov-12	5-Dec-12	12-Dec-12
12-Dec-12	2-Jan-13	9-Jan-13	16-Jan-13



Per the Code of Federal Regulations (7 CFR Part 331, 9 CFR Part 121, and 42 CFR Part 73) possession, use or transfer of certain infectious agents and toxins (list at <http://www.selectagents.gov/Select%20Agents%20and%20Toxins%20List.html>) requires registration with the Centers for Disease Control and Prevention and/or United States Department of Agriculture. Non-compliance with these regulations may result in criminal penalties, including fines and incarceration, affecting the University of Kentucky and/or the individual in possession of the material. Additionally, per University of Kentucky policy, research involving these materials must be registered with the Institutional Biosafety Committee.

In an effort to ensure UK's compliance with all applicable Federal Regulations, the Department of Biological Safety requests that you complete a survey of possession and/or use of these agents. The survey can be found at [http://ehs.uky.edu/select\\_agents/](http://ehs.uky.edu/select_agents/).

Please contact our office at 257-1049 with any questions or concerns regarding this survey.

## Biosafety Reminders:



Do not wash or reuse disposable gloves. Gloves should always be discarded after removal. The reuse of gloves puts the wearer at risk of exposure by previous contamination and/or small holes from wear and tear. For good aseptic technique and prevention of lab acquired infection (LAI) always wear a fresh pair of gloves. Awareness of proper procedures and attentiveness to proper personal protective equipment (PPE) are key to good microbiological practices.

Upon laboratory inspection, if our staff sees an example as pictured above, it is assumed that gloves are being reused. Gloves in the lab should only be found in three places:

- ♦ In the box
- ♦ On your hands
- ♦ In the trash



University of Kentucky

## Department of Biological Safety

As part of the Division of Environmental Health & Safety, the Department of Biological Safety is responsible for programs concerning the safe use of recombinant DNA, infectious agents, and potentially infectious materials such as human sourced materials in the research and teaching laboratories at the University of Kentucky. This includes training, auditing, and consulting with researchers, laboratory personnel and teaching staff concerning compliance with the federal and state laws and regulations in these areas.

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**Visit us on the web!**

**<http://ehs.uky.edu/ehs/biosafety/>**