

4.0 Level 3 Access

Approval to use the Level 3 facilities is given by the Biohazard Subcommittee. All personnel working in the facility must be approved by the Subcommittee prior to commencing work in the facility. Completion of the Level 3 access form and authorization by the BHSC is required. This training is the responsibility of the Principal Investigator and the Biosafety Officer.

4.1 Applications to use the Level 3 Biohazard Facility

The Level 3 Biohazard Facility is required for work using any of the agents listed as requiring Level 3 containment practices per the Public Health Agency of Canada publication "Laboratory Biosafety Guidelines: 3rd edition, 2004. An application by a faculty member to conduct research in the Level 3 facility must be submitted and approved BEFORE the submission of the grant application which will support the work. An application is initiated by:

- 4.1.1 Completion of the University Biological Agents Registry Form (BARF) which can be obtained from www.uwo.ca/humanresources/biosafety. This form identifies the pathogen(s) to be used and will indicate the requirement for facilities at Level 3. It requires the approval of the Biohazards Subcommittee. Details of protocols to be used will be required. Since space is limited in the facility, permission to use the facility MUST be obtained IN ADVANCE of submission of the grant application.
- 4.1.2 If Level 3 human pathogens are to be imported into Canada, an Import Permit will be required from the Public Health Agency of Canada in advance. (613-957-1779). Import permits for Level 3 agents will require that the facility has been certified by Health Canada. The University Biosafety Officer must be notified of the intent to import a Level 3 pathogen for use in the University Level 3 biohazard facility. The Biosafety Officer will notify the Safety Officer of the affiliated institution if the permit has been applied for by one of their employees.
- 4.1.3 If Level 3 animal pathogens are to be imported into Canada, an import permit will be required from the Canadian Food Inspection Agency (CFIA) in advance. This may require inspection of both the laboratory and animal housing facilities by the CFIA before the permit can be issued. The application must be submitted to the Biohazard Subcommittee for approval before the import permit is applied for.
- 4.1.4 All protocols using animals in the Level 3 facility must be approved by the Animal Use Subcommittee (AUS). Information can be obtained from the Director of Animal Care and Veterinary Services.
- 4.1.5 If radioisotope use is proposed within the facility, additional permission from the Radiation Safety Committee will be required. For information, contact the Radiation Safety Coordinator of Occupational Health and Safety.

4.2 Applications for Research Personnel to Work in Level 3 Facility

All Personnel involved in the proposed Level 3 work must be approved by the Biohazard Subcommittee. The faculty member supervising the research in the Level 3 facility should submit an application for each person in writing to the Biosafety Officer.

Applications must contain the following information:

- 4.2.1 A brief CV/Resume stating his/her research experience with microbiological agents and/ or cell culture and/or pathogens.
- 4.2.2 For graduate students and post-doctoral personnel, the length of time the individual has worked with the faculty member who will be supervising the Level 3 work. Please note: new graduate students are required to spend at least 6 months gaining experience with non-infectious material before applying for permission to work at Level 3.
- 4.2.3 A point form summary of the protocol(s) to be used in the facility. This must include details of decontamination procedures to be used if material is to be removed from the facility for continuation of work elsewhere. References will be required as to the efficacy of the decontamination procedures proposed. The Biosafety Officer must be notified of any subsequent changes to the protocols used in the facility.
- 4.2.4 Graduate students will not be allowed to work unaccompanied with live HIV or HTLV cultures, infected clinical specimens or infected animals in the Level 3 facility at any stage of their academic career. They must be closely supervised at all times by their supervising faculty member or an experienced technician or post-doctoral fellow. This rule was instituted because of the lack of workplace insurance coverage for students carrying out research projects.
- 4.2.5 Undergraduate students and summer students are not allowed to work in the Level 3 Facility under any circumstances.