

## **BIOHAZARD SUBCOMMITTEE TERMS OF REFERENCE**

### **(SUB-COMMITTEE FOR THE REVIEW OF BIOHAZARDOUS AGENT AND GENE THERAPY PROTOCOLS)**

#### **Mandate**

The Biohazards Sub-committee is a Sub-committee of the University Biosafety Committee and makes recommendations to the UBSC on all matters related to the use of potentially biohazardous materials at Western. The Sub-committee reviews all protocols involving work with potentially biohazardous materials to ensure that such use is in conformity with the most current Laboratory Biosafety Guidelines, The Canadian Food Inspection Agency document: Containment Standards for Veterinary Facilities and all relevant government and University guidelines.

#### **Terms of Reference**

To review and approve protocols involving the use of potentially biohazardous agents including genetically modified organisms and animals potentially carrying infectious zoonotic agents at all Biosafety Containment Levels and to ensure that appropriate procedures are communicated to the research users for the use, storage and disposal of the named agents and that these procedures are followed.

1. To review and approve all Containment Level 3 protocols, and to review and approve requests for access for all personnel working in the Level 3 Facility.
2. To ensure that the Containment Level 3 Facility is operated in accordance with the most current Laboratory Biosafety Guidelines, the Canadian Food Inspection Agency document: Containment Standards for Veterinary Facilities and other government and University guidelines.
3. To review the Biohazard Registry Form annually to ensure that the form meets the needs of the Biosafety Program and to recommend changes, as appropriate, to the UBSC.
4. To generate an Annual Report to be forwarded to the UBSC by May 1 of each year.
5. To delegate responsibility for signing authority for biohazards clearance for research grant applications to UBSC representatives from the affiliated research institutions as necessary and appropriate.

#### **Membership**

1. Voting: Director, Department of Animal Care and Veterinary Services (ex-officio)  
Two other members elected from the UBSC
2. Non-voting: Biosafety Officer