



THE BIOSAFETY COMMITTEE

The UWO Biosafety Officer is responsible for administering the Biosafety program on a day-to-day basis, for providing technical advice on safety procedures, equipment and relevant regulations.

Mandate

The University of Western Ontario Biosafety Committee (UBSC) is a Subcommittee of the University Health and Safety Committee (UHSC) and makes recommendations to the UHSC on all matters pertaining to biosafety at Western. The UBSC is also mandated to fulfil the responsibilities of a Research Institution Biological Safety Committee as described in the most current version of the Health Canada Laboratory Biosafety Guidelines. These responsibilities include verifying that all work with biohazardous agents which is carried out at the University of Western Ontario is in accordance with the safety practices as stated in the Guidelines. The UBSC provides advice with respect to biosafety to the University's affiliated research institutions (Lawson Health Research Institute [LHRI], London Regional Cancer [Program](#) [LRCP], Child and Parent Research Institute [CPRI], Agriculture and Agri-Food Canada Research Station [ACRC]), which are each represented on the Committee.

Terms of Reference

1. To make recommendations to the University Health and Safety Committee on actions and/or policies related to biosafety at the University of Western Ontario.
2. To monitor and promote compliance with the established policies and procedures as set out in the most current version of the [Public Health Agency of Canada's](#) Laboratory Biosafety Guidelines, and other government and University guidelines related to biosafety.
3. To develop and recommend policies and procedures to meet or exceed the requirements for each containment level as stated in most current version of the Health Canada Laboratory Biosafety Guidelines, or the most current version of Canadian Food Inspection Agency document: Containment Standards for Veterinary Facilities, or other applicable standards for teaching and research.

4. To approve protocols involving the use of potentially biohazardous agents including genetically modified organisms and animals potentially carrying infectious zoonotic agents and to confirm the appropriate containment level for the work; to verify that the appropriate facilities and procedures are in use and to ensure that appropriate procedures for the use, storage and disposal of the named agents are followed.
5. To approve applications for greenhouse or field trials of genetically modified organisms.
6. To review the procurement and use of all biohazards, including animals, human source tissues, blood and body fluids for research and undergraduate teaching, and to recommend and monitor the appropriate safety precautions.
7. In collaboration with the University Biosafety Officer, to review, recommend and act as an expert resource for biosafety education and training programs at Western.
8. To recommend to the University that appropriate institutional occupational health programs be put in place as necessary to achieve the outcomes stated above.
9. To establish Sub-committees to carry out specific tasks as mandated by the UBSC.

Membership

1. Voting:
 - Special Advisor (Research) or designate, Chair
 - Director, University Workplace Health (ex-officio)
 - Director, Animal Care and Veterinary Services (ex-officio)
 - Director, Occupational Health and Safety (ex-officio)
 - Schulich School of Medicine & Dentistry (2 with at least one from the Department of Microbiology and Immunology)*
 - Faculty of Science (2 with at least one with plant and fungal expertise)*
 - Faculty of Health Sciences (1)*
 - Faculty of Engineering (1)*
 - Physical Plant Facilities Engineering (1)*
 - Robarts Research Institute (1)*
 - Lawson Health Research Institute (1)*
 - London Regional Cancer **Program** (1)*
 - Agriculture and Agri-Food Canada Research Station (1)*
 - Biotron Project Representative (1)*
 - Research Technician (1)*
 - Campus Police Representative (1)*
 - Postdoctoral Association at Western member (1)*
 - Society of Graduate Students member (1)*

*Appointed by Dean of Faculty, Director of Department, or Scientific Director of Centre/Institute

2. Non-Voting: University Biosafety Officer

Term

A maximum appointment of 3 years, renewable. [*Note: Initial appointments effective 1 July 2002 will be staggered with 4 members appointed for 1 year, 3 for 2 years, and 3 for 3 years)

Frequency of Meetings, Quorum

The Biosafety Committee will meet at least three times a year. For voting purposes 5 members must be present.

1.4 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 [published by the Public Health Agency of Canada](#), 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 [Containment Level 3 Facilities](#).
2. To ensure that the Containment Level 3 [Facilities are](#) operated in accordance with the most current Laboratory Biosafety Guidelines [published by the Public Health Agency of Canada](#), the Canadian Food Inspection Agency document: Containment Standards for Veterinary Facilities, and other government and University guidelines.

Comment [e1]: SOGS moved to voting?

3. To review the Biological Agents Registry Form annually to ensure that the form meets the needs of the Biosafety Program.
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)
Three other members elected by the UBSC at least one of whom is a virologist and one a bacteriologist
Director, Workplace Health (ex-officio)
2. Non-voting: Biosafety Officer
Special advisor (Research) or designate, as Chair

Frequency of Meetings, Quorum

This Sub-committee meets as needed. For voting purposes, 3 voting members must be present.