

How to Apply for IBC review

ON-LINE APPLICATION:

1. Go to the IBC website for additional information: <http://www.ibc.pitt.edu>
2. Complete the Biosafety – NIH *Guidelines* training module
3. Wait a minimum of 24-hours BEFORE attempting to login to MyIBC
4. The Investigator must submit the completed application electronically

WHAT ELSE SHOULD I KNOW?

IBC review requires that researchers and their staff take the *Biosafety – NIH Guidelines* training module to become authorized users for the electronic review system.

Investigators are required to submit the final version of the research application; research personnel cannot submit the application in lieu of the investigator.

The Institutional Biosafety Division staff process incoming submissions as they are queued in the system.

Research proposals involving human participants are placed on the agenda for review as they are received. Submissions less than 10 business days before scheduled meetings are not guaranteed to be placed on the upcoming agenda.

Institutional Biosafety Division

Chair:

Zandrea Ambrose, PhD
Zaa4@pitt.edu

Vice-Chair:

Robert Shanks, PhD
shanksrn@upmc.edu

Support Staff:

Beverly Harding, MSL, Director
Theresa L. Walker
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QUESTIONS?

If you have questions or would like more information regarding the IBC or the IBC Office, please contact us via email:

ibo@pitt.edu

or view our website at:

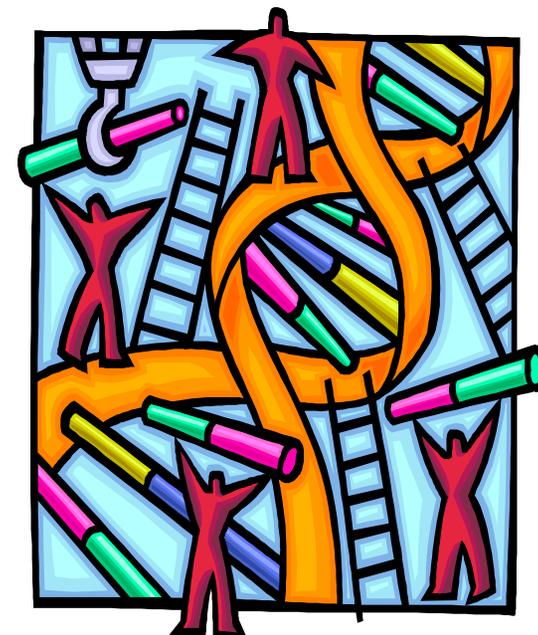
<http://www.ibc.pitt.edu>



THE INSTITUTIONAL BIOSAFETY COMMITTEE (IBC)

OFFICE OF RESEARCH
PROTECTIONS

Institutional Biosafety Division



A guide for
Research Involving Recombinant or
Synthetic Nucleic Acid Molecules
and
Institutional Biosafety Committee
Review

RESEARCH REGISTRATION

What research falls under the *NIH Guidelines*?

The *NIH Guidelines* has defined Recombinant and Synthetic Nucleic Acid Molecules as the construction of molecules outside of living cells by joining natural or synthetic DNA (or RNA) segments to DNA (or RNA) molecules that can replicate in a living cell; or molecules that are chemically or by other means synthesized or amplified, including those that are chemically or otherwise modified but can base pair with naturally occurring nucleic acid molecules. Molecules that result from the replication of the above are also considered to fall under the *NIH Guidelines*.

THE IBC

The Institutional Biosafety Committee (IBC) is the NIH required review board for all research involving these materials at the University of Pittsburgh.

The IBC reviews, approves and oversees projects in accordance with the *NIH Guidelines*.



COMPLIANCE IS **NOT** OPTIONAL

Investigators at the University of Pittsburgh doing research with these materials must comply with the *NIH Guidelines for Research Involving Recombinant or Synthetic Nucleic Acid Molecules (NIH Guidelines)*.

Research involving Recombinant or Synthetic Nucleic Acid Molecules at the University of Pittsburgh must be reviewed by the IBC under federal guidelines. Failure to adhere to the *NIH Guidelines* can result in restrictions, suspension, or termination of NIH funding.

IMPORTANCE OF BIOSAFETY REVIEW

Many institutions are undertaking new programs of research related to biodefense and emerging infectious disease threats, using genetic engineering or gene manipulation procedures and techniques.

Biosafety review and oversight is critical to the safe conduct of research and demonstrates the university's commitment to the protection of research staff, public health, and the environment.

MISSION STATEMENT

The Institutional Biosafety Division works to assist investigators with compliance with the *NIH Guidelines* through IBC guidance and support and outreach.

ANNUAL REVIEW

IBC protocols require annual reviews. Automated reminder emails are sent to investigators and designated research staff assigned to the protocol.

HUMAN SUBJECT RESEARCH

Human Gene Transfer Clinical Trials must be reviewed and approved by the IBC prior to starting the clinical trial.

For assistance with submissions, questions, or more information regarding the review requirements for human gene transfer protocols refer to the IBC website (www.ibc.pitt.edu) or email ibo@pitt.edu

IBC MEMBERSHIP

If you are interested in serving on this review board, please send a letter of interest and your resume, CV or NIH biosketch to the Institutional Biosafety Division Director at ibo@pitt.edu

