University of Idaho

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MEMORANDUM

TO: All Research Faculty who work with:

- Recombinant DNA activities;
- Research protocols that involve the use of DNA to genetically modify any prokaryotes or eukaryotes;
- Any activity involving the cultivation or production of genetically modified organisms;
- Any activity involving the release or cultivation of genetically modified organisms in the environment;
- Any use, possession, storage, or transfer of select agents; or
- Any activity involving the use, possession, storage, or transfer of any biological agent (bacteria, fungi, plants, viruses, rickettsiae, chlamydiae, parasites, allergens, viroids, and prions) that can be harmful to humans, livestock, plants or the environment.

FROM: John K. McIver, Vice President for Research

DATE: March 23, 2009

SUBJECT: Biosafety

With the recent addition of a Research Compliance Manager to our University Research Office we have initiated a biosafety review. As part of this process I am requesting that **ALL** investigators involved in activities described above, including those with a current Memorandum of Understanding and Agreement (MUA) and recently approved Biohazard Committee MUAs, contact Lorraine McConnell, Research Compliance Manager, at lmcconnell@uidaho.edu or 885-6340 before May 31, 2009. At my request, she will meet with each of you to update and review your files as well as assist you if any further action needs to be taken. If you are uncertain as to whether your research activities are included in any of the categories above or are included in the definition of recombinant DNA, please submit your questions to the Biosafety Officer Holly Gates-Mayer at hollyg@uidaho.edu or 885-6524.

Additionally, it has come to my attention that many have requested Biosafety requirement and process clarification. This memo has been written to provide tools for researchers to manage NIH Biosafety compliance processes (more information below). In addition to these tools,

Lorraine will work with each of you to provide clarification of Biosafety requirements pertinent to your research projects.

Key Investigator process compliance requirements include:

- All investigators working with the material outlined above must fill out a Biosafety MUA to obtain approval for this work from The Biohazards Committee. The form for submittal can be found at: http://www.uro.uidaho.edu/default.aspx?pid=32025 .
- Protocol approvals are valid for three years. It is the responsibility of the Primary Investigators to obtain renewal before the end of the three years. The newly formed Research Compliance Office (December 2008) has established a system to notify researchers in advance of the expiration.
- Many commercially available vectors are not exempt under the NIH Guidelines. In order to ensure that you are meeting the NIH requirements all recombinant DNA research activities must be submitted to the Biohazards Committee for determination of exempt or covered status.

Thank you for your cooperation in this important compliance matter.