



THE BIOSAFETY COMMITTEE

February 3, 2017

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

Mandate

The Western University Biosafety Committee (WUBC) is a Sub-committee of the University Health and Safety Committee (UHSC) and makes recommendations to the UHSC on all matters pertaining to biosafety at Western. The WUBC is also mandated to fulfil the responsibilities of a Research Institution Biological Safety Committee as described in the Canadian Biosafety Standard, 2nd edition, 2015 (CBS) and/or Canadian Biosafety Handbook, 2nd edition, 2016 (CBH). These responsibilities include verifying that all work with bio-hazardous agents carried out at Western University is in accordance with the required safety practices.

Terms of Reference

- I. To make recommendations to the Vice President, Resources and Operations on actions and/or policies related to biosafety at Western University.
- II. To monitor and promote compliance with the established policies and procedures as set out in the CBS and CBH, and other governmental and University guidelines related to biosafety.
- III. To develop and recommend policies and procedures to meet or exceed the requirements for each containment level as stated in the CBS and CBH, or other applicable standards for teaching and research.
- IV. 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.

- V. To approve applications for greenhouse or field trials of genetically modified organisms.
- VI. 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.
- VII. In collaboration with the University Biosafety Officer (BSO), to review, recommend and act as an expert resource for biosafety education and training programs at Western.
- VIII. To recommend to the University that appropriate institutional occupational health programs be put in place as necessary to achieve the outcomes stated above.
- IX. To establish Sub-committees to carry out specific tasks as mandated by the UHSC

Membership

- 1. 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)*
Facilities Management - Engineering (1)*
Robarts Research Institute (1)*
London Regional Cancer Program (1)*
Research Technician (1)*
Campus Community Police Services Representative (1)*
Animal Research Safety Consultant (1)
University Biosafety Officer
Society of Graduate and Post-Doctoral Students member (1)*

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

Term

A maximum appointment of 3 years - renewable.

Frequency of Meetings, Quorum

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

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 WUBC on all matters related to the use of potentially bio-hazardous materials at Western. The Sub-committee reviews all protocols involving work with potentially bio-hazardous materials to ensure that such use is in conformity with the Canadian Biosafety Standard, 2nd edition, 2015 (CBS) and/or Canadian Biosafety Handbook, 2nd edition, 2016 (CBH) and all relevant government and University guidelines.

Terms of Reference

To review and approve protocols involving the use of potentially bio-hazardous 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 Facility.
2. To ensure that the Containment Level 3 Facility is operated in accordance with the CBS and CBH and other government and University guidelines.
3. To review the Biological Agents Permit Application form annually to ensure that the forms meet the needs of the Biosafety Program.
4. To generate an Annual Report to be forwarded to the WUBC by May 1st of each year.

Membership

Special Advisor (Research) or designate, as Chair
Director, Department of Animal Care and Veterinary Services
Three other members, at least one who is a virologist and one a bacteriologist
Animal Research Consultant
Director, Workplace Health
University Biosafety Officer

If possible, all members shall appoint an alternate to attend meetings in their absence.

Frequency of Meetings, Quorum

The Biohazards sub-committee meets monthly and as needed. For voting purposes, 3 members must be present.