

Biosafety Protocol Registration Form

PROTOCOL OVERVIEW

Title:

Principal Investigator (PI)/Teaching Lab Instructor:

Department:

Email:

Phone:

1. Biohazardous Material Category:

Complete/submit the Biohazardous Material Detail Form indicated with this registration form; check all that apply.

Human Pathogen (Form A – Pathogen)

Animal Pathogen (Form A – Pathogen)

Plant Pathogen (Form A – Pathogen)

Recombinant or Synthetic Nucleic Acid (Form B – rDNA/synthetic DNA)

Select Agent/Toxin (see list) or Other Toxin of Biological Origin (Form C – Toxin)

Tissue (unfixed) or Bodily Fluids of Human/Primate Origin (Form D – Tissue/Body Fluid) Cells

Cell Lines of Human/Primate Origin (Form E – Cells/Cell Lines)

Gene Drive Modified Organism (Form F- CRISPR Cas9)

2. Brief Description of the Biohazardous Material: *(e.g. - pathogen name, rDNA description, toxin name)*

PROTOCOL DETAILS

3. Building and room(s) where the biohazardous material will be utilized and stored:

Building	Room	Research, Teaching, and/or Storage

4. How will the biohazardous material be stored while not in use:

5. Will the biohazardous material be transferred between rooms: Yes No

If yes, describe the transfer method:

6. Will the material be shipped to another location off campus: Yes No

If yes, describe the destination and shipping details:

7. How will the biohazardous material be disposed and/or rendered non-hazardous:

8. Does the protocol involve any high risk activities conducted with biohazardous material:

Yes	No	Activity
		Procedures or equipment that can generate aerosols (e.g. - cell sorters, sonicators, blenders, homogenizers, vortex, shakers)
		Sharps (e.g. – blades, needles, razors, pipettes)
		Pathogen work outside a biosafety cabinet
		Transfer or disposal of waste outside a biosafety cabinet
		Withdrawing human/animal blood or body fluid
		Vivisection/necropsy
		Other activity

If “other activity” was selected please specify:

9. Describe the step-by-step procedure of how the biohazardous material will be handled/used including safety precautions and the decontamination materials:

PROTOCOL PERSONNEL

10. PI Qualifications to work with Biohazardous Material (*include education, training, and experience*):

11. List all laboratory personnel who will be working with project related biohazardous material:

Name ¹	Email	Role (PI, CoPI, Student, Technician)

¹Note that research personnel working with biohazardous material are required to take [CITI Biosafety Training](#) prior to working with the biohazardous material.

The CITI course titles identified below are required based on the researcher’s role and the type of biohazardous material involved.

“Group 1 – Training for Investigators, Staff, and Students Handling Biohazards” (required for all personnel on an IBC protocol)

“Group 3- OSHA Bloodborne Pathogens” (required for all personnel working with human body fluids and/or tissue)

“Group 4 – Shipping and Transport of Regulated Biological Materials” (required for personnel shipping biological materials)

“Group 5 – NIH Guidelines for Research Involving Recombinant or Synthetic Nucleic Acid Molecules” (required for researchers working with rDNA or synthetic DNA or other nucleic acids molecules)

“Group 6- Dual Use Research of Concern (DURC)” (required for all personnel involving hands-on laboratory work with a select agent/toxin (see list))

“Group 8 – USDA Permits Soil/Animal/Plant” (required for all personnel working with soil, animal, or plant biohazards requiring a USDA permit)

“Group 9 – “Biosafety Overview” (required for anyone conducting minimal risk research with biohazardous material that does not require being listed as personnel on a protocol)

PROTOCOL FUNDING *(This can determine training and reporting requirements)*

12. Will the research be funded by a non-ISU sponsor: Yes No

Sponsor:

Proposal Number:

Submit this form and the Biohazardous Material Detail Form to biosafe@isu.edu

To be completed by the Institutional Biosafety Committee (IBC)

Protocol Number:

Biosafety Level: BSL1 BSL2 BSL3 Other

IBC Approval Requirements:

IBC Chair: Date: