

## **IBC Process:**

**EXPERIMENTS THAT REQUIRE IBC APPROVAL:** Use of BSL-1 or BSL-2 agents

### **Process for PIs:**

**Step #1: Complete biosafety CITI training with an 80% or better for each module of the course.**

**Step #2: Complete the Notification of Use (NOU) form that is most relevant to your specific project and the corresponding IBC protocol (note: both must be completed in tandem)**

**Step #3: Obtain required signatures (e.g., usually the Department Chair) on both forms.**

**Step #4: Submit an electronic (unsigned) and a signed copy via email to Sharla Miles at [sharla\\_miles@shsu.edu](mailto:sharla_miles@shsu.edu).**

**Step #5: Upon receipt of your IBC submission, Ms. Miles & EH&S will work with you to schedule your lab inspection for the BSL for which your project requires. \***

**\*As a reminder, the inspection must be completed in advance of your biosafety protocol being reviewed by the IBC; thus, as soon as you know you are needing IBC approval, please adhere to the following procedure:**

If your lab requires an inspection, contact *Sharla Miles at [sharla\\_miles@shsu.edu](mailto:sharla_miles@shsu.edu) to schedule the inspection. She will coordinate scheduling the inspection with Environmental Health & Safety (EH&S).*

**Once EH&S signs off on your lab inspection, you must wait for the IBC's determination before you can begin work with the selected agents in your lab.** The IBC meets at the end of each month to review protocols. Once the IBC approves the project, you will receive the IBC determination letter plus the applicable door signage to post outside your lab.

### **What is classified as BSL-2 at SHSU?**

Biosafety Level 2 (BSL2) practices, equipment, and facility design are applicable to clinical, diagnostic, teaching, and other laboratories in which work is done with moderate-risk agents (RG2), that are present in the community and associated with humans/animals. Hepatitis B virus, HIV, the salmonellae, certain strains of *E. coli*, and *Toxoplasma spp.* are representative of microorganisms assigned to this containment level. BSL2 is appropriate when work is done with any animal blood, human-derived blood, body fluids (saliva, semen, urine, breast milk, etc.), tissues, or primary human cell cultures and lines where the presence of an infectious agent may be unknown.