**IBC Amendments to Project / Program Registrations**

**Tracking Number (assigned by IBC):**

Principal investigators are responsible for notifications and amendments. Send completed forms to Debra De Loach, Environmental Health & Safety, Oak Creek Building, or email to debra.deloach@oregonstate.edu

**Principal Investigator:**

**IBC Protocol Number being amended:**

**Notifications**: Notifications are to indicate changes in the following items. No IBC review is necessary for notifications. Check all that apply and supply information as necessary.

[ ]  Lab personnel changes

List **new personnel** and level of training / experience for each (level 1 = no training in hazard use; level 2 = novice with less than 2 years experience; level 3 = experienced in hazard work)

Name:       Level:

Name:       Level:

Name:       Level:

List additional new personnel and level of experience:

Brief description of how inexperienced personnel are trained to work with biohazards:

List personnel **to be removed** from the protocol:

[ ]  Change of PI office room or phone number; other contact change

Identify new information:

[ ]  Closure of research activities needing IBC registration.

**Amendments:** An amendment requires IBC review and must be filed with the IBC if there is a change in:

1) **Location of research:**

[ ]  Laboratory, greenhouse or animal space to be utilized for the research

[ ]  Change in Laboratory; or, [ ]  change in greenhouse from       to

[ ]  Addition of laboratory or greenhouse; new space:

[ ]  Change in animal facility from:       to      ; addition of animal facility:      ; or, removal of animal facility (specify location):

 [ ]  Yes [ ]  No IACUC has been notified of these changes in animal room / facility.

2) **Activities involving biohazards or rDNA:**

[ ]  Addition of sharps use where none had been present. Please describe procedures where sharps will be used and attach a copy of your written sharps use safety plan. A sharps safety plan can be accessed on the [EH&S web site](http://oregonstate.edu/ehs/) that can be adopted.

 Sharps procedures to be added:

[ ]  Changes in any non-exempt recombinant or synthetic nucleic acid activities. This includes hosts, insert sequences, or vectors used. Describe changes:

Exempt r/sNA can be found here ([link](https://osp.od.nih.gov/wp-content/uploads/2019_NIH_Guidelines.htm#_Toc3457112)).

[ ]  Change in or addition of aerosol-generating activities such as cell sorting, sonication, or disruption not carried out in a biological safety cabinet. Describe changes:

[ ]  New or change in infectious agent(s) used. Complete the table below:

Risk Groups only apply to human or zoonotic pathogens. For information on **Risk Groups, see ABSA Database** [(link)](https://my.absa.org/Riskgroups).

General information table.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Genus + species; Recombinant Status** | **Risk Group** | **Cells, Animals or Plants Infected?** | **Susceptible Species (check all that apply)** | **Scale of Laboratory Culture[[1]](#footnote-1)** |
| Name:      Strain:      Recombinant?[ ]  Yes [ ]  No | [ ]  RG-1[ ]  RG-2[ ]  RG-3 | [ ]  Animals:      [ ]  Plants:      [ ]  Cells:       | [ ]  Humans[ ]  Animals[ ]  Plants[ ]  Other:       | [ ]  No culture[ ]  Small scale[ ]  Intermediate [ ]  Large scale[ ]  Other:       |
| Name:      Strain:      Recombinant?[ ]  Yes [ ]  No | [ ]  RG-1[ ]  RG-2[ ]  RG-3 | [ ]  Animals:      [ ]  Plants:      [ ]  Cells:       | [ ]  Humans[ ]  Animals[ ]  Plants[ ]  Other:       | [ ]  No culture[ ]  Small scale[ ]  Intermediate [ ]  Large scale[ ]  Other:       |
| Name:      Strain:      Recombinant?[ ]  Yes [ ]  No | [ ]  RG-1[ ]  RG-2[ ]  RG-3 | [ ]  Animals:      [ ]  Plants:      [ ]  Cells:       | [ ]  Humans[ ]  Animals[ ]  Plants[ ]  Other:       | [ ]  No culture[ ]  Small scale[ ]  Intermediate [ ]  Large scale[ ]  Other:       |

[ ]  Change in animal work involving biohazards – including new routes of infection. Describe changes:

 [ ]  Yes [ ]  No IACUC has been notified of these changes in animal work.

**Additional Information:**

**Brief Summary of Changes to Activities or Hazards Used**:

1. Scale of Laboratory Culture: Any propagation of the infectious agent, whether in synthetic media, in live animals or by other methods needs to be indicated. Large scale culture is defined as volumes greater than or equal to 10 L. [↑](#footnote-ref-1)