

Instructions for Biosafety Protocol Amendment

Research and Sponsored Programs
201J University Hall
Wright State University
Dayton, OH 45435
(937) 775-2425

Please use the attached amendment form for requesting a review and approval of changes to existing protocols involving the use of biohazardous agents or subject to the NIH Guidelines. This application should be used for all activities including research, teaching, and testing. The IBC requests the information in accordance with its charge. This information is required by the Occupational Safety and Health Administration's Occupational Exposure to Hazardous Chemicals in Laboratories Standard, its Bloodborne Pathogens Standard and/or the NIH Guidelines for Research Involving Recombinant DNA (rDNA) Molecules.

The application rules and procedures are as follows:

- Use the "Save As" function to save document on your disk.
- Please be thorough and complete all sections - please type.
 - Incomplete applications will be returned without review.
 - Hand written applications will be returned without review.
- If you need more space, attach additional sheets.
- Obtain necessary signatures.
- Submit one (1) original application with original signatures to the IBC Facilitator.
- Submission deadlines will be strictly enforced. For a complete listing of these dates, please refer to the Office of Research and Sponsored Program's Web site at <http://www.wright.edu/rsp/> or contact the IBC Facilitator as listed below.

For additional information or assistance in completing this form, please contact the Biosafety Officer in the Department of Environmental Health and Safety at 937-775-2623/4286 (voice/fax).

Submit completed application and direct administrative questions to:

Chris Piekkola, IBC Facilitator
Office of Research and Sponsored Programs
Room 201J, University Hall
Wright State University
Dayton, OH 45435
937-775-3332/3781 (voice/fax)
christine.piekkola@wright.edu

Note: The information provided may become publicly available under Ohio's Open Records Act.
--



Biosafety Protocol Amendment

Wright State University
Research and Sponsored Programs

For RSP use only:

Amendment No.: _____

Date Received: _____

☐ This application contains proprietary/confidential information (Please attach a justification statement and any relevant documentation).

IBC No. _____ Associated AUP No. _____ Associated IRB No. _____

Title: _____

Principal Investigator

Principal Investigator Name: _____

Title: _____ WSU username (e.g. w001xyz): _____

Department: _____ Address: _____

Phone/Fax: _____ Email: _____

Statement of Responsibility: I accept responsibility for the safe conduct of work with the agents described in this application. The information in this application is accurate and complete.

(Signature of Principal Investigator) Date: _____

Biosafety Officer

I have reviewed this amendment and found it to be suitable for IBC review:

Name: _____

(Signature of Biosafety Officer) Date: _____

Current Project Information

What is the current level of biocontainment?

BSL-1

BSL-2

BSL-2+

BSL-3

Is the current project exempt from the *NIH Guidelines*?

Yes

No

Amendment Type

What type of change is requested? (check all that apply)

☐

Personnel

☐

Procedure

☐

Biohazardous agent

☐

Biosafety level

☐

Animal use

☐

Human subject use

☐

Project Location (from/to): _____

☐

Other: _____

PI Name: _____

List NEW Personnel Only (use additional sheet if necessary)

The undersigned individual(s) are involved in this project and have read this and the original application. Please use your WSU username (for example, w001xyz) in the appropriate section.

1. Name:	username:	Title:
Signature:	Date:	Contact:

2. Name:	username:	Title:
Signature:	Date:	Contact:

3. Name:	username:	Title:
Signature:	Date:	Contact:

4. Name:	username:	Title:
Signature:	Date:	Contact:

5. Name:	username:	Title:
Signature:	Date:	Contact:

Do any of the above personnel additions represent a change in leadership? Yes No
If yes, please explain in narrative.

Narrative Section. Please provide a complete description of the protocol change. Include enough detail to allow for an accurate risk assessment (similar to the types of information requested on the original application). Amendments with insufficient information may cause delays in the review process. Attach additional sheets as necessary.