

How to Submit a New Biosafety Teaching Labs Application

Your 'Inbox' is a folder for receiving items that require your attention. Once each item is addressed, it will leave your 'Inbox' and be filed under one of the other applicable tabs. Click on the name of the study to see details of the application or Post Approval Activity (PAA).

New Applications

Human Ethics

Animal Care

Send Feedback

Animal Care Committee

Animal Care Committee

BC Cancer Agency
Research Ethics Board

Children's and Women's
Research Ethics Board

Clinical Research Ethics

Committees

A Name

Board

Conflict of Interest
Committee
Providence Health Care
Research Ethics Board
UBC Behavioural Research
Ethics Board
UBC Okanagan

Behavioural Research Ethics Board

Biosafety

Filter by ID T Go Clear Advanced							
	ID	Name	Туре	Owner	State	🖸 Last State Change	
₩	B14-0007	RISe Tutorial	Biosafety	Epple, Prince	Pre Submission	5/15/2014 8:52 AM	
3	H14-00036	PFM Kenya	Human Ethics	Epple, Prince	Pre Submission	4/15/2014 9:28 AM	
3	H14-00031	Abdo pain NYD	Human Ethics	Epple, Prince	Pre Submission	4/9/2014 8:30 AM	
3	H14-00028	construction waste	Human Ethics	Apple, Prinz	Pre Submission	4/7/2014 1:39 PM	
*	H13-00106	Discrimination and activism	Human Ethics	Apple, Prinz	Pre Submission	12/6/2013 10:05 AM	
3	H13-00105	Activism Study	Human Ethics	Epple, Prince	Pre Submission	12/6/2013 7:00 AM	
*	H13-00092	Fibrosis	Human Ethics	Apple, Prinz	Pre Submission	9/3/2013 11:16 AM	
3	H13-00054	BCCDC	Human Ethics	Epple, Prince	Pre Submission	4/17/2013 9:16 AM	
3	H13-00050	test	Human Ethics	Epple, Prince	Pre Submission	4/12/2013 1:13 PM	
3	H13-00049	Comment 111	Human Ethics	Epple, Prince	Pre Submission	4/10/2013 1:48 PM	
	□ to 10 of 31 □ □ / page						

Post Approval Activities (In Progress)

Filt	er by 🎱 🛮 ID	▼	Go Clear	Advanced			
	ID	Name	Туре	Owner	State	☑ Last State Change	PAA Type
®^{PAA}	H13-00044- A002	request for acknowl	Human-Post Approval Activities	Apple, Prinz	Pre Submission	3/28/2014 2:07 PM	Request for Acknowledgement
®^{PAA}	H13-00044- A001	asdasd	Human-Post Approval Activities	Apple, Prinz	Pre Submission	1/9/2014 8:57 AM	Completion of Behavioural Study
® PAA	H12-00045- A001	Brain Study - Amendment 1	Human-Post Approval Activities	Epple, Prince	Pre Submission	12/5/2012 11:00 AM	Amendments to Study
			N d 1 t	:o 3 of 3 ▷ 🏻			10 / page

Committees Studies Help

My Home for Prince Epple

PI and Staff

My Roles

PI & Staff

Committee Member REB Guest Reviewer

Create:



Send Feedback

Committees

Name

24 Animal Care Committee

& BC Cancer Agency Research Ethics Board

& Biosafety Committee

& Children's and Women's Research Ethics Board

Clinical Research Ethics Board

& Conflict of Interest Committee

Providence Health Care Research Ethics Board

UBC Behavioural Research Ethics Board

Language UBC Okanagan
Behavioural Research
Ethics Board

My Home for Prince Epple

Open notifications

Welcome to your personal RISe Home Page.

To view your ethics studies or declarations select the applicable grey tab below (Animal Care, Human Ethics, Conflict of Interest). Click here for FAQs.

My Inbox	Conflict of Interest	Human Ethics	Animal Care	Biosafety	Inactive	Reports/Tutorials
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Your 'Inbox' is a folder for receiving items that require your attention. Once each item is addressed, it will leave your 'Inbox' and be filed under one of the other applicable tabs. Click on the name of the study to see details of the application or Post Approval Activity (PAA).

New Applications

Click to create a new Biosafety application for a brand new study.

F	Filter by ID T Go Clear Advanced					
	ID	Name	Type	Owner	State	
佥	B14-0007	RISe Tutorial	Biosafety	Epple, Prince	Pre Submission	5/15/2014 8:52 AM
	H14-00036	PFM Kenya	Human Ethics	Epple, Prince	Pre Submission	4/15/2014 9:28 AM
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3	H13-00050	test	Human Ethics	Epple, Prince	Pre Submission	4/12/2013 1:13 PM
	H13-00049	Comment 111	Human Ethics	Epple, Prince	Pre Submission	4/10/2013 1:48 PM
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Post Approval Activities (In Progress)

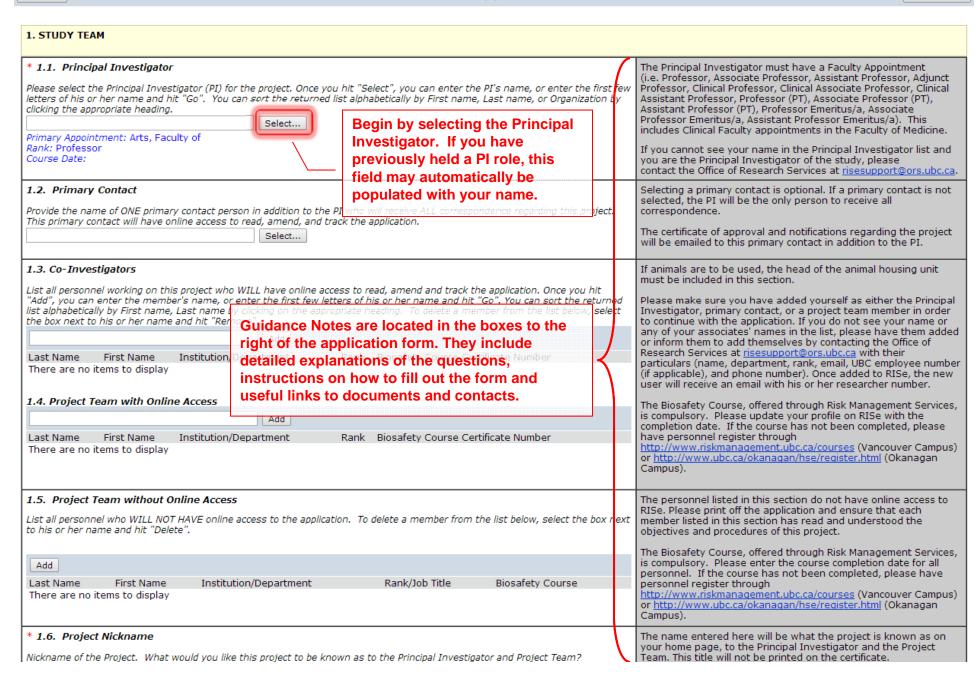
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	ID	Name	Туре	Owner	State		PAA Type
®^{PA}	A H13-00044- A002	request for acknowl	Human-Post Approval Activities	Apple, Prinz	Pre Submission	3/28/2014 2:07 PM	Request for Acknowledgement
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®^{PA}	A H12-00045- A001	Brain Study - Amendment 1	Human-Post Approval Activities	Epple, Prince	Pre Submission	12/5/2012 11:00 AM	Amendments to Study
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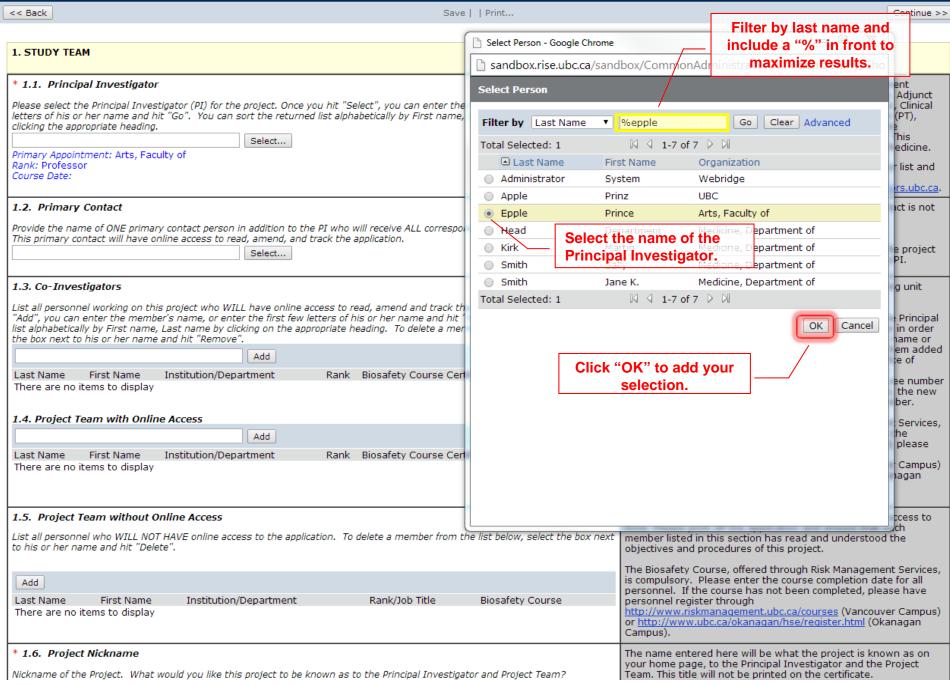
Page 1 of the Application

New: Biosafety

<< Back

Save | | Print...





Save | Print

Make it a habit to hit "Save" before you "Continue" to the next page

Continue >>

1. STUDY TEAM

Please select the Principal Investigator (PI) for the project. Once you hit "Select", you can enter the PI's name, or enter the first few letters of his or her name and hit "Go". You can sort the returned list alphabetically by First name, Last name, or Organization by clicking the appropriate heading.

Prince Epple | Select... | Clear

Primary Appointment: Arts, Faculty of

Rank: Professor Course Date

1.2. Primary Contact

Provide the name of ONE p. This primary contact will ha

Some questions are marked with a red asterisk. This indicates that the question is a required field. If you leave these questions unanswered, you will not be allowed to proceed to the next page of the application.

The Principal Investigator must have a Faculty Appointment (i.e. Professor, Associate Professor, Assistant Professor, Adjunct Professor, Clinical Professor, Clinical Associate Professor, Clinical Assistant Professor, Professor (PT), Associate Professor (PT), Assistant Professor (PT), Professor Emeritus/a, Associate Professor Emeritus/a, Assistant Professor Emeritus/a). This includes Clinical Faculty appointments in the Faculty of Medicine.

If you cannot see your name in the Principal Investigator list and you are the Principal Investigator of the study, please contact the Office of Research Services at risesupport@ors.ubc.ca.

Selecting a primary contact is optional. If a primary contact is not selected, the PI will be the only person to receive all correspondence.

The certificate of approval and notifications regarding the project will be emailed to this primary contact in addition to the PI.

1.3. Co-Investigators

List all personnel working on this project who WILL have online access to read, amend and track the application. Once you hit "Add", you can enter the member's name, or enter the first few letters of his or her name and hit "Go". You can sort the returned list alphabetically by First name, Last name by clicking on the appropriate heading. To delete a member from the list below, select the box next to his or her name and hit "Remove".

Last Name First Name Institution/Department Rank Biosafety Course Certificate Number

There are no items to display

1.4. Project Team with Online Access

Last Name First Name Institution/Department Rank Biosafety Course Certificate Number

Add

There are no items to display

If animals are to be used, the head of the animal housing unit must be included in this section.

Please make sure you have added yourself as either the Principal Investigator, primary contact, or a project team member in order to continue with the application. If you do not see your name or any of your associates' names in the list, please have them added or inform them to add themselves by contacting the Office of Research Services at risesupport@ors.ubc.ca with their particulars (name, department, rank, email, UBC employee number (if applicable), and phone number). Once added to RISe, the new user will receive an email with his or her researcher number.

The Biosafety Course, offered through Risk Management Services, is compulsory. Please update your profile on RISe with the completion date. If the course has not been completed, please have personnel register through

http://www.riskmanagement.ubc.ca/courses (Vancouver Campus) or http://www.ubc.ca/okanagan/hse/register.html (Okanagan Campus).

1.5. Project Team without Online Access

List all personnel who WILL NOT HAVE online access to the application. To delete a member from the list below, select the box next to his or her name and hit "Delete".

Add

Last Name First Name Institution/Department Rank/Job Title Biosafety Course

There are no items to display

The personnel listed in this section do not have online access to RISe. Please print off the application and ensure that each member listed in this section has read and understood the objectives and procedures of this project.

The Biosafety Course, offered through Risk Management Services, is compulsory. Please enter the course completion date for all personnel. If the course has not been completed, please have personnel register through

http://www.riskmanagement.ubc.ca/courses (Vancouver Campus) or http://www.ubc.ca/okanagan/hse/register.html (Okanagan Campus).

* 1.6. Project Nickname

Nickname of the Project. What would you like this project to be known as to the Principal Investigator and Project Team?

The name entered here will be what the project is known as on your home page, to the Principal Investigator and the Project Team. This title will not be printed on the certificate.



Save | Exit | Hide/Show Errors | Print... | Jump To: View 2 Study Dates and Funding •

Continue >>

2. STUDY DATE AND FUNDING		
2.1. Start Date		
What is the Start date of this Project? Use the calendar by the format yyyy-mm-dd		
Start Date:		
2.2. Title of Project	the calendar icon to select your dates as it will ensure the proper formatting of	
If there is no research funding application associated with associated research application with this project, please p		
Source of Funds Clearly identify the application for research funding associfunds can be made available to you once this project received: 2.3. Research Funding Application/Award Associated	Question 2.3 lists the research funding applications/awards that have been submitted to the UBC Office of Research Services and entered into our database. Identifying the associated research funding application/award will ensure that awarded research funds will be made available to you once this biosafety application receives approval.	
Please click "Add" to identify the research funding applicat of all research funding applications that have been submit the PI). If the research funding application/award associat question 2.4.	Please ensure you select the correct application. Note that the first two digits of the application number indicate the year the application was submitted (eg. Application #06-0001 was submitted in 2006).	
Add		A fee of \$300 will be charged for applications requiring review by
UBC Number Title	Funding PI Sponsor	the UBC Biosafety Committee that are funded by a for-profit agency. The fee is a one-time-only fee for each specific application
There are no items to display		and covers initial review, annual renewals, and minor amendments for the next four years.
2.4. Research Funding Application/Award Associate	d with the Project not listed in question 2.3.	
Click "Add" to enter the details for the research funding ap 2.3.		
Add		
Project Title	Sponsor	
There are no items to display		
L To save information on each view as you are working, especially	y if you are working on the view for a long period of time, select the "Save" buttor	n located at the top OR bottom of the view in the blue bar. Your work on each

view will automatically be saved once you hit the "Continue" button.

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Save | Exit | Hide/Show Errors | Print... | Jump To: View 2 Study Dates and Funding •

Save | Exit | Hide/Show Errors | Print... | Jump To: View 2 Study Dates and Funding +

Continue >>

2. STUDY DATE AND FUNDING 2.1. Start Date What is the Start date of this Project? Use the calendar box to select the date (Internet Explorer) or enter the date manually using the format yyyy-mm-dd Start Date: 05/15/2014 May, 2014 « Today 2.2. Title of Project Sun Mon Tue Wed Thu Fri Sat 2 If there is no research funding ap, please enter the title of the project below. If there is an associated research application wi 8 9 10 estion 2.3. 5 6 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 Source of Funds Question 2.3 lists the research funding applications/awards that Select date have been submitted to the UBC Office of Research Services and Clearly identify the application for research funding associated with this biosafety project. This will ensure that awarded research entered into our database. Identifying the associated research funds can be made available to you once this project receives approval. funding application/award will ensure that awarded research funds will be made available to you once this biosafety application 2.3. Research Funding Application/Award Associated with the Project Submitted to the UBC Office of Research Services receives approval. Please ensure you select the correct application. Note that the first Please click "Add" to identify the research funding application/award associated with this project. Selecting "Add" will list the sources two digits of the application number indicate the year the of all research funding applications that have been submitted by the PI (and the person completing this application if different from application was submitted (eg. Application #06-0001 was the PI). If the research funding application/award associated with this project is not listed below, please enter those details in submitted in 2006). question 2.4. Add A fee of \$300 will be charged for applications requiring review by the UBC Biosafety Committee that are funded by a for-profit Title **UBC Number** Funding PI Sponsor agency. The fee is a one-time-only fee for each specific application There are no items to display and covers initial review, annual renewals, and minor amendments for the next four years. 2.4. Research Funding Application/Award Associated with the Project not listed in question 2.3. Click "Add" to enter the details for the research funding application/award associated with this project that is not listed in question 2.3. Add Project Title Sponsor There are no items to display

To save information on each view as you are working, especially if you are working on the view for a long period of time, select the "Save" button located at the top OR bottom of the view in the blue bar. Your work on each view will automatically be saved once you hit the "Continue" button.

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<< Back | Save | Exit | Hide/Show Errors | Print... | Jump To: View 2 Study Dates and Funding >> Continue >>

Edit: Biosafety - B14-0011

<< Back

Save | Exit | Hide/Show Errors | Print... | Jump To: View 3* Study Overarching Category >

Continue >>

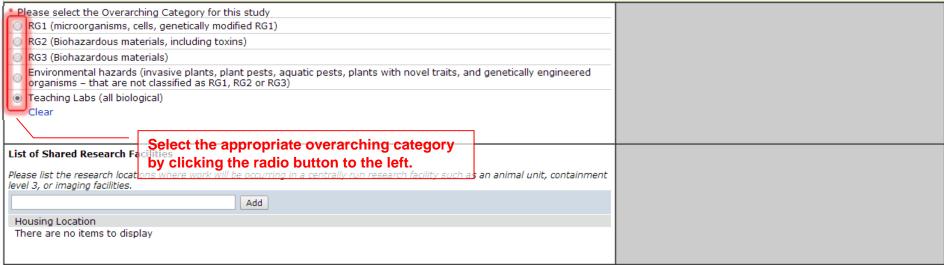
3. STUDY OVERARCHING CATEGORY

Note for applicants:

- If you are using both RG1 and RG2, only a RG2 application needs to be filled out.
- If you are using plant pathogens then please fill out an RG1 application.
- Use the provided Environmental Hazard Tool, to determine if your organism is considered an invasive plant, plant pest, or aquatic pest.

Genetically engineered organisms are defined as:

- the plant, animal or microorganism exhibits characteristics that were not previously observed in that plant, animal or microorganism,
- the plant, animal or microorganism no longer exhibits characteristics that were previously observed in that plant, animal or microorganism, or
- one or more characteristics no longer fall within the anticipated range for that plant, animal or microorganism.



To save information on each view as you are working, especially if you are working on the view for a long period of time, select the "Save" button located at the top OR bottom of the view in the blue bar. Your work on each view will automatically be saved once you hit the "Continue" button.

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<< Back

Save | Exit | Hide/Show Errors | Print... | Jump To: View 3* Study Overarching Category >

Save | Exit | Hide/Show Errors | Print... | Jump To: View 3 Procedures and Methodology •

Continue >>

View 3 collects material and 3. MATERIAL INFORMATION, PROCEDURES procedures information.

* 3.1. Objectives of Research Describe how you would explain to a non-scientist, the aim, specific objective(s) and potential value of your project. Please do not submit the abstract from your funding application. The summary should provide the requested information in lay terms, so that someone who is unfamiliar with your work will be able to appreciate what you do.

* 3.2. Summary of Methodology and Procedures

The Reviewers will be looking for the following information:

- Briefly describe the experiments performed by the students
- Briefly describe the biological related prep work performed by instructors or TAs
- Please attach the safety section of your student lab manual
- Include PPE or any equipment used to protect the students and instructors
- · Indicate how the waste is disposed of, and the decontaminant used

Please attach additional documents if required below by selecting the "Add" button.

Add

Title

There are no items to display

3.3. Biosecurity

Describe the three parts of your biosecurity plan for any RG2 organisms and toxins:

- Security controls
- 2. Inventory system
- 3. Emergency procedure for stolen/misused materials

3.2 - Cut and pasting methodologies from grant applications is not sufficient.

3.3 - Biosecurity is defined as security measures designed to prevent loss, theft, misuse, diversion or intentional release of pathogens and toxins.

Save | Exit | Hide/Show Errors | Print... | Jump To: View 6 Ethics -

6. ETHICS		
* 6.1. Human Ethics 6.1.1. Is any human tissue, blood (or other potential infectious material) or be Yes No Clear If "Yes", complete the following questions in 6.1. 6.1.2.	View 6 collects ethics information. ody fluid used for this project?	Please specify the source of human tissue (e.g. primary source, purchased from approved vendor, etc.)
Provide the Ethics Certificate Number(s) below. 6.1.3. What is the source of human tissue, blood or fluid?		
* 6.2. Animal Ethics 6.2.1. Are animals used for this project? Yes No Clear If "Yes" please complete the following questions in 6.2. 6.2.2. Provide the Animal Care Application Number(s) below 6.2.3.		
Have all animal care staff been made aware of any precautions required handling bedding? Yes No Clear 6.2.4. If animals are exposed to the biohazard agents listed in this project, clice exposure. Add		

Save | Exit | Hide/Show Errors | Print... | Jump To: View 7 Final Page >

Continue >>

SAVE AND CLOSE APPLICATION

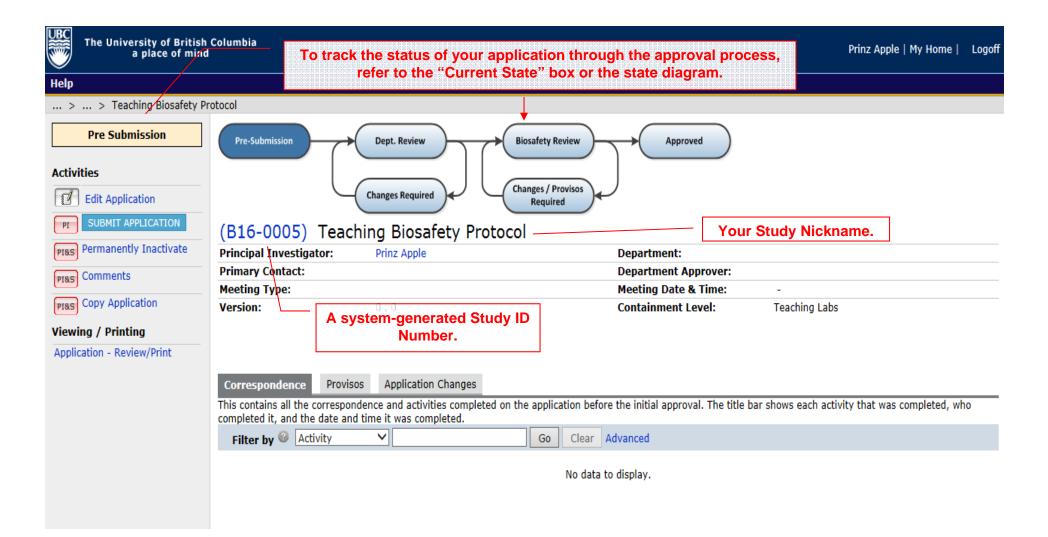
You have reached the end of the Biosafety Application.

OPTIONS

- 1) submit application (PI only) click the "Continue" button and "Submit application" on the next page. NOTE: the "Submit application" button is only visible to the PI.
- 2) work on this application later click the "Continue" button. Your application will be in "Pre Submission" and saved in your inbox.

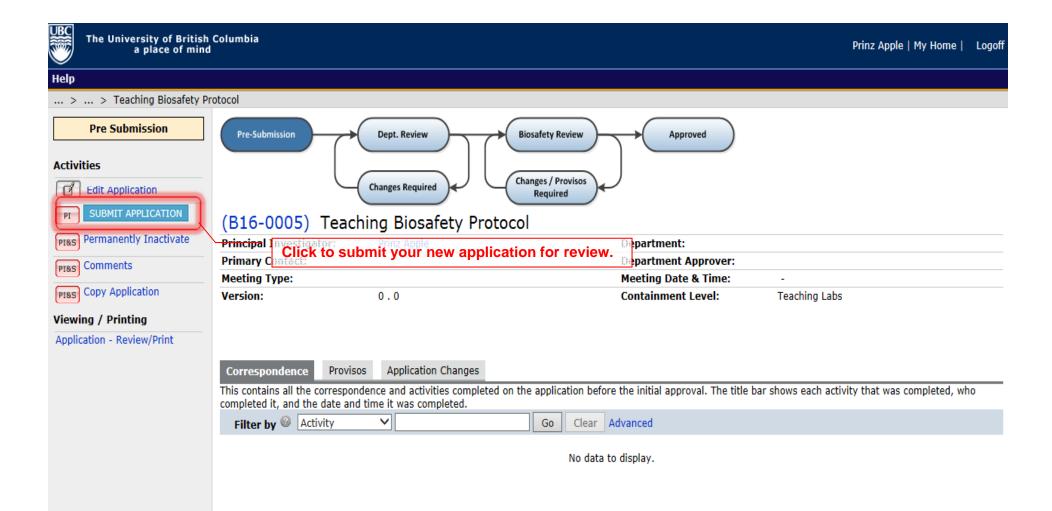
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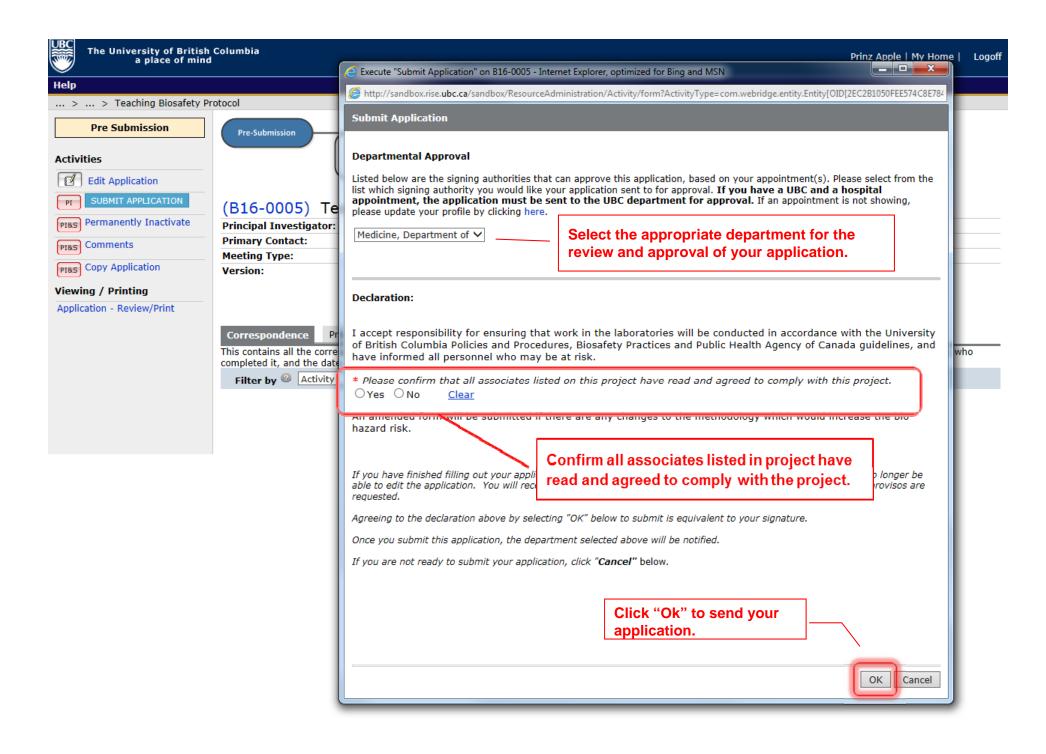




As the state of your application is "Pre Submission", your application is still open for any edits you may want to make – click on the "Edit Application" button to go back into the application.

No data to display.

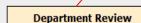




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Help

Notice the state of your application is now "Department Review" and your application is awaiting approval from the head of your department. If you notice a delay, please contact your Department Head. The Committee will not receive the application until it is approved by your Department Head.



Activities

PI&S Comments

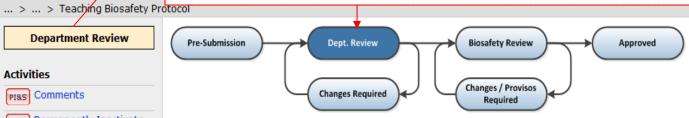
PI Permanently Inactivate

PI&S Copy Application

Viewing / Printing

Application - Full

Application - Review/Print



(B16-0005) Teaching Biosafety Protocol

Principal Investigator:	Prinz Apple	Department:	Medicine, Department of
Primary Contact:		Department Approver:	
Meeting Type:		Meeting Date & Time:	-
Version:	0.1	Containment Level:	Teaching Labs

This contains all the correspondence and activities completed on the application before the initial approval. The title bar shows each activity that was completed, who completed it, and the date ar All your activities and comments can be Filter by Activity viewed under the Correspondence tab. Activity

Application Changes

Activity Date 19/01/2016 13:50

PI

Correspondence

Submit Application

Provisos

Apple, Prinz

Go

Author

Apple, Prinz

Clear Advanced

Activity Date

19/01/2016 13:50

who completed it, and the date and time it was completed.

Submit Application

Filter by Activity

PI

