



A. FOR WORK INVOLVING GENETIC MANIPULATION

Do I need approval for low risk work such as cloning a gene in E.coli or doing molecular marker work?

Yes. The Office of the Gene Technology Regulator requires approvals for all 'dealings' (activities) with GMOs which also includes import, possession and storage.

I have never filled out any approvals for GM work, where do I begin?

Consult the rest of the Biosafety web site for an introduction.

(<http://www.bacs.uq.edu.au/biosafety/>), then contact the Biosafety Advisors (OHS Unit) to receive the **UQ guide** on how to find and complete the forms. Ext 69489 OR 51857.

Where do I find the OGTR forms?

Go to the Biosafety webpage and click on 'Approvals', follow the link to 'GM approvals' and forms and then click on the link to the OGTR web page.

How do I know when IBC meetings are scheduled, and when do I need to submit my approval?

IBC meeting dates are on the Biosafety web page. Click on the link to the IBC. You need to submit your application 2 weeks before each meeting.

How many copies of my approval do I need to send?

The single-sided signed original, 13 double sided copies, and 2 copies of the UQ compulsory form.

How soon after the IBC meeting can I expect feedback about my approval?

Normally you will be contacted within about 3 days.

I would like to change direction in my research, is it OK to amend my current NLRD?

Yes, you may make changes (eg add genes or different host/vector systems, change facilities or personnel) to your original NLRD approval. It is still good to write a general application in the first place to reduce the number of amendments that might have to be made.

Why did the IBC committee ask me to rewrite and resubmit my proposal?

You need to follow the advice given in the guide.

I am leaving the University is there anything special I need to do?

Yes, you need to clear out fridges and freezers and dispose of any unwanted material correctly. Any material being left behind should be catalogued, stored correctly and staff remaining in the lab should know what the material is and which current proposal covers its storage. If you are taking GM material with you, ensure you have **notified the UQ Biosafety advisors**, and that the institution to which you are moving has an OGTR approval in place to cover future work.



I have just received my advice to proceed for my licenced work do I need to do any thing special before I begin?

Yes, you and all your staff and collaborators must read and sign off that they understand the conditions of the licence. You should make copies of the licence and forward to staff at other sites specified in the licence and make sure they know they must understand and read. This must all be dated as well as signed.

Can I homogenise transgenic animal tissues that are not infectious outside the biosafety cabinet since I wish to keep my BSC clean for tissue culture work?

Yes. The OGTR will allow this provided the tissues are not infectious and pose minimal risk to people or the environment.

B. FOR WORK NOT INVOLVING GENETIC MANIPULATION

When is approval needed for non-GM work?

Look on our webpage for this information. Biosafety approval is needed for work that the IBC considers high risk. Eg working with organisms in Risk Groups 3 and 4, working with infected or potentially infected animals.

Do I need Biosafety approval for working with human blood and tissues?

No. Not unless you know it contains high risk material as detailed in the previous question.

Do I need Biosafety approval to collect and handle bats or other infections/ poisonous animals?

Yes.

I work in a lab and handle human tissue. Do I need to worry about being vaccinated?

UQ has policies on vaccination and working with human tissues. You can find it on the OHS website at <http://www.uq.edu.au/ohs>.

C. FACILITIES

Do I need a PC2 lab?

The OGTR regulations state that anyone doing non Exempt OGTR work must use a PC2 lab. There are other requirements under WH&S that specify when a PC2 facility is required. Contact the Biosafety adviser for more details on ext 51857.

I do not do GM work but I work in a PC2 lab registered with the OGTR. Do I have to comply with their Regulations for PC2 work?

Yes. This is in their ACT and you should be trained and signed off by the supervisor of that facility that you have done the required training and fully understand it.



**BIOSAFETY
FREQUENTLY ASKED QUESTIONS:**



**THE UNIVERSITY
OF QUEENSLAND
AUSTRALIA**

Can I wear my lab coat between a PC2 facility and an instrument room (say across the hallway)?

The OGTR have given permission for lab coats to be placed over your arm and carried to another facility outside the PC2 lab.

I wish to increase the size of my lab by including an adjoining office space. Do I need to do anything before I contact P&F?

Yes. The IBC has a Policy for altering or decommissioning certified facilities. In the first instance you need to contact the Biosafety adviser.



D. TRANSPORT OF BIOLOGICAL MATERIAL

What are the requirements for transporting biological material?

1. Infectious and Diagnostic material

Biological material whether infectious or diagnostic, belongs to Class 6.2 of Dangerous Goods. This means there are implications for both packaging and transport of this material. The packaging requirements are different for Air, Post or Surface (Road and Rail) transport.

It is essential that staff explain the importance of adequate packaging to members of the public if they are sending biological material to the University for analysis. Mail room staff should not be expected to handle packages that may be contaminated or appear to be contaminated, regardless of the material in the package.

- **Surface (Road and Rail)**

- There are Insurance implications for private car use
- An Australian Standard is currently being developed
- Queensland Transport Requires training (book through TEDI)

- **Air**

If you send infectious or diagnostic material by Air the material has to be packed by a qualified person. Training for packaging to IATA (International Air Traffic Authority) requirements can be organized through the Biosafety Advisers. This course has to be accredited by CASA and the University is required to keep all training records of staff that have been trained. The course is valid for 2 years only.

- **Post**

Australia Post has a Postal guide that details packaging requirements.

2. Genetically Modified Material

The OGTR requires compliance with their *Guidelines For Transport Of GMOs* as well as any relevant transport authorities such as IATA, the Postal Guide or Dangerous Goods. This is covered at the TEDI session for Surface Transport.