

## Washington University Institutional Biological & Chemical Safety Committee (IBC)

### Policy on Incident Reporting

As outlined in the *NIH Guidelines for Research Involving Recombinant DNA Molecules (NIH Guidelines)* Section IV-B-2-b-(7), the Institutional Biological and Chemical Safety Committee (IBC) is responsible for “reporting any significant problems with or violations of the *NIH Guidelines* and any significant research-related accidents or illnesses to the appropriate institutional official and NIH/OBA within 30 days, unless the Institutional Biosafety Committee determines that a report has already been filed by the Principal Investigator.” To help maintain compliance with the *NIH Guidelines*, the Washington University in St. Louis IBC has adopted the following policy on incident reporting.

The Principal Investigator must immediately report to the Biosafety Officer\*:

- Any overt personnel exposure to recombinant DNA-containing material (including, but not limited to, needle sticks, splashes to mucous membranes, or bites from infected animals), whether or not that exposure leads to illness, or
- Any significant spill of recombinant DNA-containing material outside of a biological safety cabinet, where a significant spill is:
  - A spill of recombinant risk group 1 agent-containing material which requires remediation by EH&S or other first responders, or
  - A spill of recombinant risk group 2 agent-containing material which is greater than 1 liter, or
  - Any size spill of risk group 3 agent-containing material or material the IBC has mandated to be handled using BSL2+ practices and procedures
- Any incident which results in the release of recombinant DNA to the environment (including escape of a transgenic animal).

For incidents resulting in overt exposure to risk group 2 agents, or overt or potential exposure to risk group 3 agents, the Biosafety Officer (BSO) will immediately file a report to the NIH Office of Biotechnology Activities (OBA). For all other incidents, the BSO will file a report to NIH OBA within 30 days of the incident. The BSO will also perform a follow-up investigation to determine if additional training or changes in procedures are required to prevent similar incidents.

\*BSO Contact Information: 314-747-0309, shcook@wustl.edu