

# Governance

Advisory/Management Committees



THE UNIVERSITY  
of ADELAIDE

## Institutional Biosafety Committee

### Establishment

<i>When:</i>	<p>1975 (as Biohazards Committee); renamed and reconstituted July 2001</p> <p>2015 established as sub-committee of University Research Committee.</p> <p>Changes approved by the Deputy Vice-Chancellor and Vice-President (Research) on 9 December 2022.</p> <p>Changes approved by the University Research Committee on 23 July 2024.</p>
<i>By what authority:</i>	<p>In accordance with the Gene Technology Act 2000 and Australian/New Zealand Standard (AS/NZS) 2243.3:2022: Safety in Laboratories, Part 3: Microbiological Safety and Containment; endorsed by the Vice-Chancellor December 2002.</p>
<i>For what period:</i>	<p>Ongoing</p>

### Role/Terms of Reference

<i>Nature:</i>	<p>Institutional Biosafety Committees (IBCs) are required to be consulted and used by organisations undertaking dealings with genetically modified organisms (GMOs).</p> <p>The Committee provides professional and unfettered advice on risks related to the gene technology work of the organisation.</p> <p>Biosafety Committees (BCs) are required to be consulted and used by organisations that conduct work with microorganisms. The Committee provides professional and unfettered advice on the risks and implications of research involving hazardous microorganisms.</p>
<i>Terms of Reference:</i>	<p>As per the Gene Technology Act 2000 (C'wth), the Gene Technology Regulations 2001 (C'wth) and corresponding State legislation, the Committee provides assistance to the University (an accredited organisation) in relation to the gene technology dealings that the organisation undertakes through advice on the identification and management of risks associated with dealings with GMOs and acting as interface with the Office of the Gene Technology Regulator (OGTR) for the University.</p> <p>The IBC additionally fulfils the role of a Biosafety Committee defined within AS/NZS 2243.3:2022, through the identification and management of risks arising from microbiological research,</p> <p>The Committee may act as IBC for organisations other than the University.</p>

Specifically, the Committee will:

- provide advice to the organisation's personnel about the regulatory system and its requirements;
- develop internal operating procedures in relation to the management of GMOs and hazardous microorganisms;;
- inspect facilities for which certification is sought;
- inspect or arrange inspections of the organisation's containment facilities, against the relevant guidelines and standards for physical containment facilities, at least once every 12 months;
- consider, evaluate, assess and report on proposals submitted by the organisation in accordance with the legislation;
- review microbiological risk assessments for research activities undertaken by the organisation;
- provide a system of biosafety training for personnel of the organisation and
- maintain required records/registers of dealings and facilities in accordance with the legislation and standards.

*Reporting line:*

The IBC reports to the Deputy Vice-Chancellor & Vice-President (Research) and University Research Committee.

The Convenor reports directly to the Pro Vice-Chancellor (Research Excellence).

*Quorum:*

The quorum is half of the full membership plus one.

Recommendations are carried by the approval of a majority of those members present at a meeting or by the approval of a majority of all members if the membership is screened out of meeting.

*Procedures prescribed/determined itself:*

As per the Gene Technology Act 2000 (C'wth), the Gene Technology Regulations 2001 (C'wth) and corresponding State legislation.

*Frequency of meetings:*

There is no prescribed frequency. The Committee meets once each month between February and November.

*List of any sub-committees:*

Nil

## Membership

*Any categories prescribed:*

As per the OGTR Instrument of Accreditation, a properly constituted IBC will have the collective technical scientific expertise to review and assess all the matters that are likely to be put to it by the organisation. At least one member of the IBC must be independent.

As per AS/NZS 2243.3, the committee membership shall include an experienced member able to provide advice and guidance on microbiological safety.

The Secretary is an appointed member of the Committee.

*Term of Office:*

Members are nominated by the relevant Head of School and appointed by the Deputy Vice-Chancellor & Vice-President (Research). The term of appointment is at the discretion of the Deputy Vice-Chancellor & Vice-President (Research), but

generally is for a 3-year period. Members have the option to renew.

*Attendance*

To account for requests for assessment of unanticipated risks and advice on dealings with GMOs, reliance on the advice of an expert (not a member of the IBC) to address specific, short-term skills deficit in the IBC will be recognised by the Regulator as compliance with that condition of accreditation.

**Contact person and phone/email**

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**RMO File Number**

2019/9008