

**SEATTLE CHILDREN'S RESEARCH INSTITUTE  
OPERATING POLICIES / PROCEDURES**

**DEPARTMENT:** Institutional Biosafety Committee  
**POLICY NUMBER:** IBC-013  
**REPLACES:** IBC-13 (6/7/06)  
**EFFECTIVE DATE:** 10/15/08  
**REVISION DATE:** 10/15/08  
**POSTED FROM:** Exempt per RIA-01-14.2.3

**TITLE:** New IBC Member Training

**SUMMARY:**

New appointees to the Seattle Children's Research Institutional Biosafety Committee (IBC) shall receive training in the principles underlying the *NIH Guidelines*, federal regulations, state statutes, and institutional policies for use of rDNA and other bio-hazardous agents within 3 months of appointment.

**POLICY/PROCEDURE:**

013-1 The IBC Chair is responsible for ensuring that new members of the IBC receive appropriate training to include:

- 013-1.1 Roles and responsibilities of the IBC;
- 013-1.2 Safety considerations;
- 013-1.3 Bio-containment recommendations,
- 013-1.4 Facility Specific Information, and;
- 013-1.5 Experiments covered by the *NIH Guidelines*.

013-2 All new members of the IBC shall receive, through the IBC Chair, a copy of the following:

- 013-2.1 Seattle Children's Research Institute Biosafety Manual;
- 013-2.2 *NIH Guidelines* for Research Involving Recombinant DNA Molecules, and;
- 013-2.3 Policies/Procedures of the Seattle Children's Research Institute IBC.

Submitting Office: Institutional Biosafety Committee

Approved by:

\\s\ David Moore 10/15/2008  
IBC Chair | Director, Research Technical Operations

\\s\ James B. Hendricks, PhD 10/15/2008  
President, Seattle Children's Research Institute