

From: Cynthia White
Sent: Wednesday, May 24, 2023 11:56 AM
To: Dawn Carter; Gary Skuse; Harman, Jennifer; Jennifer Liedkie; Karin Wuertz-Kozak; Kim Corbett; Mary-Anne Courtney; Paul Craig; Phil VanChieri; Sara Knowlden; Sarah Klein; Viet Le; Wade Narrow
Subject: IBC Meeting notes 5/23/23

Attendees: Gary Skuse, Jennifer Harman, Karin Wuertz-Kozak, Kim Corbett, Mary-Anne Courtney, Phil VanChieri, Sarah Klein, Jennie Liedkie, Cindy White, Robert Osgood

There was one project registration and SOP to review from Robert Osgood using *Escherichia coli* (ATCC 8739) and *Staphylococcus aureus* (ATCC 6538P).

Registration change needed:

Question A.1.a: *Staphylococcus aureus* is BSL2, change from BSL1.
A lab review is not needed as this lab is already certified as BSL2.

SOP changes needed:

1. The version and date in the footnote need to be changed.
2. On page 3, Robert should provide a cell phone number in case he's not in his office or on campus.
3. Page 4, remove the statement about COVID-19 PPE.
4. Page 4, prohibited clothing should including 'open heel' as well as open toe.
5. Page 4, spill cleanup refers to chapter 5. Change this to the relevant page number for quicker response.
6. Page 6, change hands should be washed with cold water to 'soap and cold water'.
7. Page 7, there should be a comma after 'acrylamide'.
8. Page 8, in the first sentence, the lab is BSL2, not BSL1. Amend the statement as needed.
9. Page 12, remove the reference to bovine tissue.
10. Include the project specific SOP in the safety SOP as an addendum.
11. Page 3, remove the reference to mycourses. Keep training records in the lab notebook referenced in the laboratory review items (p. 14 of the registration form).

Training requirements:

Zahraa Gahzle has not taken biosafety training. This must be completed before the registration will be approved. Forward a copy of the certificate to Cindy when this is complete.

Cindy will sign the laboratory review page when the revised registration is received and then forward to Gary Skuse to approve. Once complete, Gary will provide a letter acknowledging the project approval.

If anyone has any questions, comments or corrections, please let me know.

Thank you,
Cindy

Cindy White
Lab Safety Programs Manager
Global Risk Management Services
Finance & Administration

Rochester Institute of Technology

o: (585) 475-4980 | clwehs@rit.edu

On Campus: Monday, Tuesday, Wednesday

Work from Home: Thursday, Friday

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