

Nipissing University Biosafety Committee Terms of Reference

Mandate

The University has an obligation to its community, funding agencies and the public at large to conduct its teaching and research activities in a responsible and accountable manner. To that end, the Nipissing University Biosafety Committee (the Committee) is mandated by the office of the Provost and Vice President, Academic and Research to provide policy direction and make recommendations to the Provost and Vice President, Academic and Research for all matters pertaining to the use of biohazardous materials in research and in teaching.

Membership

The Committee membership is composed of appointments for a two-year period with the possibility of renewal. Members are appointed by the Provost and Vice President, Academic and Research and include:

- Laboratory Safety Coordinator/Biosafety Officer;
- Manager of Environmental Health and Safety;
- Two members (faculty or technical support staff) from different academic departments selected because of their experience in working with biohazardous materials;
- Senior administrator reporting to the Provost and Vice President, Academic and Research;
- Chair appointed by the Provost and Vice President, Academic and Research;

Reporting Channel

The Committee is advisory to the Provost and Vice President, Academic and Research and reports annually, or as required.

Meetings

Meetings are to be held as required or at the call of the Chair. A quorum consists of four Committee members and issues will be decided by consensus. If consensus is not achieved, outside advice may be requested by the Chair. Administrative support will be provided by the Manager Environmental Health and Safety.

Duties

The Committee monitors the use of biohazardous material in teaching and research by performing the following duties:

- Develop and maintain University policies for handling biohazardous materials in compliance with internal and external standards including: Public Health Agency of Canada (PHAC), Canadian Food Inspection Agency (CFIA), National Institute of Health (NIH), Occupational Health and Safety Act and Regulations (OHSA), and Nipissing University's policies;
- To ensure that all users, are fully aware of the guidelines and of the nature of containment required for research/teaching;
- Review and approve applications for use of biohazardous materials.
- Advise the Provost and Vice President, Academic and Research on matters relating to biohazards