

FACULTY MEETING - NEW AND EMERGING POLICY CHANGES - AUGUST 2011

New Federal Compliance Requirements

- **All** research (both funded and unfunded (e.g., state supported)) must be registered with the university. A one page registration form can be found at www.umes.edu/ehs.
- Responsible Conduct of Research Training – required by the Federal government for all students, staff and faculty involved in research both funded and unfunded (e.g., state funds). Available on-line at www.umes.edu/osp and www.umes.edu/ehs. Recommended for all students.
- Institutional Animal Use and Care Committee, Institutional Review Board, and Institutional Biosafety Committee – links at www.umes.edu/osp and www.umes.edu/ehs.
- Data Management and Data Sharing Plans required for all new applications being submitted to the National Science Foundation. Information found at www.nsf.gov.

Updated Application Submission Requirements

- **All** applications will continue to be routed in hard copy for institutional approval. Additional requirements may apply based on the funding source's new requirements. Routing form can be found at www.umes.edu/osp. A revised form will be developed during the Fall 2011 to meet new and emerging federal compliance criteria.

Starting September 1, 2011, proposals involving infectious agents, select agents, TOXINS, Recombinant DNA/RNA, environmental hazardous, imported agents, small mammals and/or requiring a BSL 2 laboratory (or above) must seek the approval of 1) the Environmental Safety Office. Please contact Ms. Danna Maloney, Environmental Health and Safety Assistant Manager at X3040 and 2) IBC committee. Please contact Dr. Marcos Cheney at X7100. Approval must be obtained in writing prior to submission to the funding agency or organization.

- Grant applications being submitted to National Science Foundation – PIs must register on Fastlane. Contact X6714 for registration information.
- Grant Applications being submitted through grants.gov must be submitted for electronic signature using the most current version of adobe software available through this site.
- Grant Applications being submitted to National Institutes of Health may require registration with ERA Commons. Please contact OSRP for additional information X6714.

Research involving radiation

- UMES no longer has a facilities permit for radiation research. Such research must be conducted in facilities outside the university campus.

Import and export of infectious or select agents

- Faculty must adhere to federal regulations regarding the importation and exportation of such agents. Information can be found at www.umes.edu/osp and www.umes.edu/esh.

- Faculty must establish a chain-of-custody from point of departure to point of entry and all points in between.
- Faculty must obtain a release form from any institution or organization releasing infectious or select agents.
- Documentation should be forwarded to the Environmental Health and Safety Office.

Importation of controlled technologies

- International Traffic in Arms Regulations (ITAR) and Export Administration Regulations (EAR) are Federal export control laws that seek to control access to specific types of technology and the associated data. Regulations can be found at www.umes.edu/osp.

Use of infectious or select agents

- Required training of staff and students, posting of Standard Operating Procedures, approval(s) from standing committees (e.g., IACUC), research registration, signage, locks, and strict supervision. Projects funded by the National Institutes of Health fall under more stringent requirements – information can be found at oacu.od.nih.gov. – select health and safety option.

Office of Management and Budget Circulars A-21 and A133

- Federal laws that guide the administration of federal money awarded to universities. Regulations can be found at www.umes.edu.

Best Laboratory Practices (BLP)/Standard Operating Procedures (SOP)

- Each laboratory must have current a BLP and SOP. A template is being prepared for use after 9-15-11.

Approval Purchasing Bio-hazardous Material or Select Agents

- The University is developing a policy that will require approval from the Environmental Safety and Health Office prior to making a purchase or submitting a purchase order.

Failure to disclose research involving potential hazards

- Could lead to disciplinary action.
- Federal investigation

NOTE: A Principal Investigator's Manual can be found at www.umes.edu.

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