

Oklahoma State University Institutional Biosafety Committee		
Reporting Laboratory Incidents	Policy #	GA 108
	Effective Date	9/14/2007
	Revision Date	9/22/2010
	Revision #	1
	IBC Approval Date:	9/22/2010

1. POLICY

The Oklahoma State University Institutional Biosafety Committee (IBC) requires all laboratory biosafety incidents occurring in a BSL-2, ABSL-2, BSL-2P, ACL-2, BSL-3, ABSL-3, BSL-3P, ACL-3 be reported to the Biosafety Officer within 48 hours. A Laboratory Incident Report Form must be completed and submitted to the Office of University Research Compliance within one week. The form is available at: <http://compliance.okstate.edu/ibc/forms>. The Employee Injury Report may be submitted in lieu of the Laboratory Incident Report Form if an employee is injured. The form is available at: <http://hr.okstate.edu/sites/default/files/docfiles/WCEmployeeInjuryReport.pdf>.

2. SCOPE

This policy applies to all research laboratories and facilities falling within the purview of Oklahoma State University (Stillwater) Institutional Biosafety Committee.

3. RESPONSIBILITY

Principal Investigators and Laboratory/Facility Managers/Directors/Department Heads have a responsibility to adhere to this policy.

4. APPLICABLE REGULATIONS, GUIDELINES, & OSU POLICIES

- Oklahoma State University Biological Research Safety Plan
- Oklahoma State University Biosafety Policy