
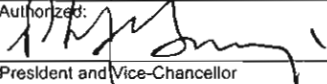
 <p>McMaster University Risk Management Manual</p>	<p>RMM # 106 Title: Presidential Biosafety Advisory Committee Terms of Reference</p>	<p>Date: December 2008 Page: 1 of 5</p>
<p>Submitted: Chair, Biosafety Advisory Committee</p>	<p>Approved:  Vice President, Administration</p>	<p>Authorized:  President and Vice-Chancellor</p>


TERMS OF REFERENCE

Presidential Biosafety Advisory Committee - McMaster University

The Presidential Biosafety Advisory Committee reports to the President of the University. The Committee serves both the University and its Research community in meeting all legal, moral and ethical responsibilities with respect to biological hazards as described in the 2004 edition of *Laboratory Biosafety Guidelines*, published by the Public Health Agency of Canada, the Occupational Health & Safety Act, and any subsequent pieces of legislation. The Committee serves the McMaster University research community both on and off campus.

Terms of Reference

1. To develop and recommend policies and procedures to be used by all researchers to meet or exceed the requirements of the Public Health Agency of Canada's Laboratory Biosafety Guidelines and other applicable standards.
2. To ensure that the principal investigator and the staff are fully aware of the guidelines and of the nature of containment required for research.
3. To monitor compliance of researchers with respect to levels of containment and established policies and procedures.
4. To monitor physical facilities involved in the use of hazardous agents described in the Health Canada Guidelines and to recommend policies regarding the regular testing and maintenance of all university biohazard containment equipment.
5. To provide advice, education, and training programs where applicable to facilitate compliance relevant to biosafety.
6. To review and authorize the use of agents under the Laboratory Biosafety Guidelines or equivalent and to make recommendations on the protocols involving the use, storage and disposal of these agents. *By Committee vote, to suspend approval and request suspension of funding per MOU Schedule 13, section 2.1(f)(g)(h).*
7. The Committee through its Chair shall notify the President on any issues when appropriate.

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8. To oversee the operation of the Level 3 biohazard containment facilities and make recommendations for handling Level 3 agents.
9. To adjust committee membership to reflect change of use or nature of agents.
(see Appendix A: Membership document)

References

Under the original 1980 MRC Guidelines a Biohazards Committee has the following responsibilities:

1. To develop procedures for identification in the institution concerned of research involving biohazards and for assessment of containment facilities and procedures. This assessment will require regular visits to the laboratories. The frequency of these visits will depend on the nature of the research.
2. To ensure that the principal investigator and the staff are fully aware of the guidelines and of the nature of containment required for different types of research.
3. To monitor the physical facilities being used for all types of research under consideration. This would include regular assessment of the efficiency of operation of safety equipment.
4. To ascertain whether the laboratory procedures being used comply with the safety precautions necessary for the given level of containment.
5. To provide advice and literature on biohazards. Such advice should include up-to-date information on the nature of the biohazards, on safety equipment, on training procedures for personnel, decontamination procedures, and on changes in Medical Research Council guidelines. An up-to-date literature file should be maintained for these purposes.
6. To ascertain the level of training of the staff in safety procedures, and if necessary, to provide information as to where proper training can be obtained.



Appendix A

Membership List

Current PBAC Membership (November, 2007):

VOTING MEMBERS

1. Chairman: Dr. R. Truant
Professor, Biochemistry

2. Environmental Expert / Environmental Engineer:

Dr. C. Filipe
Assistant Professor, Chemical Engineering

Dr. A. Holloway
Assistant Professor, Obstetrics & Gynaecology,
Reproductive Biology

3. Cell Culture: Dr. K. Mossman
Associate Professor, Pathology & Molecular Medicine

4. Recombinant DNA:

5. Virology: Dr. J. Bramson
Associate Professor, Pathology & Molecular Medicine

6. Infectious Diseases / Medical Microbiologist:

Dr. P. Margetts
Associate Professor, Medicine


7. Biochemistry: Dr. B. Coombes
Assistant Professor, Biochemistry and Biomedical Sciences

8. Faculty Representative from off-campus:

Henderson Division Dr. G. Werstuck
Assistant Professor,
Biochemistry and Biomedical Sciences & Medicine

St. Joseph's Healthcare Dr. P. Margetts
Associate Professor, Medicine

General Division Dr. Joseph Macri
Assistant Professor, Pathology & Molecular Medicine

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9. Faculty Representative from Department of Biology

Dr. Suleiman Igdoura
Associate Professor, Biology
10. Faculty Representative of Level 3 Users Group

Dr. Ken Rosenthal
Professor, Pathology and Molecular Medicine
11. Faculty Representative from Stem Cell and Cancer Institute

Dr. Mick Bhatia
Director, Stem Cell and Cancer Institute
12. Worker Representative from Michael DeGroote Centre for Learning & Discovery:

Carol Lavery
Research Assistant, Pathology & Molecular Medicine
13. Worker Representative from Health Sciences:

Steve Primorac
Research Assistant, Biochemistry & Biomedical Sciences
14. Worker Representative from Biology:
15. Worker Representative from Faculty of Engineering:

Rena Cornelius
Research Assistant / Engineer
15. Worker Representative from Level 3 Facility:

Aisha Nazli
Research Associate, HIV Group
16. Worker Representative from Level 3 Facility:

Tom Mu
Post Doctoral Fellow, Mtb Group
17. CAF Representative:

Karen Gourlay
Assistant Director, CAF



18. Representative from Undergraduate Teaching:

Rena Cornelius
Research Assistant / Engineer

19. Environmental & Occupational Health Support Services:

Lisa Morine
Manager, EOHSS

NON-VOTING MEMBERS

1. Karin Cassidy
Safety / Biosafety Manager
Faculty of Health Sciences
2. Health & Safety Specialist, EOHSS
3. Leanne Withyman
Biosafety Technician