



UNIVERSITY  
OF WOLLONGONG  
AUSTRALIA

**INSTITUTIONAL BIOSAFETY COMMITTEE (IBC)  
ANNUAL REPORT ON APPROVED PROTOCOL**

Please complete this form for the annual review of the protocol listed below and return it via email to [uow-biosafety@uow.edu.au](mailto:uow-biosafety@uow.edu.au) or via internal mail to the Executive Officer, Institutional Biosafety Committee, Research Integrity & Ethics Unit.

NB: Any changes to the experimental protocol must be submitted separately to the Executive Officer, Institutional Biosafety Committee.

<b>Protocol No:</b>	
<b>Project Title:</b>	
<b>Principal Investigator:</b>	
<b>Approved Co-Investigators:</b>	
<b>Approved other participants:</b>	
<b>Approval Date:</b>	
<b>Expiry Date:</b>	
<b>Reporting Period:</b>	

**1. Status of Research (Tick one):**

**	Research project never begun
**	In progress. Anticipated completion date of research project
**	Commenced but abandoned on _____ <i>(Please give a brief reason why.)</i>

**2. a) Have any significant changes to the protocol, facility in which the protocol is carried out, or organism(s) occurred in the last 12 months? If yes, please complete a) and b).**

**b) Has the IBC been notified of any such changes? (Include variation reference number, if applicable.)**

**3. Has storage location of GMO /Biohazard changed from original application? If yes, provide details**

**4. Have you or your team had any spills or exposures in the past 12 months? How were these managed? Please include Safety Net reference number.**

**5. Comments from the Researcher regarding any aspect of their research are welcome.**

## 6. LIST OF NEW RESEARCHERS INVOLVED IN THE PROJECT

Please list below the names of all staff and students who will be joining the project, and provide details of their training. All persons working with biohazardous material must successfully complete the online Biosafety training course. All persons working in an Office of the Gene Technology Regulator (OGTR) certified laboratory must successfully complete *both* Biosafety and GMO training. This training can be accessed on Moodle at: <https://moodle.uowplatform.edu.au/course/view.php?id=1827>. The enrolment key is 'Biosafety'.

Both Biosafety and GMO training **must** be refreshed every 5 years. Certificates of completion are to be sent to [uow-biosafety@uow.edu.au](mailto:uow-biosafety@uow.edu.au)

Each person must be provided with a local induction to the laboratory in question and have a current and approved risk assessment for the project. The project supervisor must be an academic employed at UOW and their tenure must cover the duration of the project.

**Note NLRD projects: addition and/or removal of researchers cannot be approved in an annual report. A new application must be submitted to the IBC.**

	Name	Date GMO Training completed	Date Biosafety Training completed
<b>Principal Investigator (Project Supervisor)</b>			
<b>Co-Investigator(s)</b>			
<b>Other Participants</b>			

<p><b>7. For researchers working on DNIRs (Dealings not involving Intentional Release).</b> If new researchers have been added to the dealing:</p>
<p><i>(i) Have you previously advised the Research Integrity &amp; Ethics Unit?</i></p>
<p><i>(ii) Have all, and particularly new, researchers (including technical staff) signed the Licensed Dealing sign-off indicating that they have read and understood the conditions of the Licence (held in Research Integrity &amp; Ethics Unit)?</i></p>

I certify that the information provided by me in this Annual Report is an accurate account of the conduct of the above research project for which I am responsible.

\_\_\_\_\_  
Signature of Chief Investigator

\_\_\_\_\_  
Date

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**(Note:** Head of Department signature only required for DNIRs and DIRs. (Dealings not involving Intentional Release and Dealings involving Intentional Release.)

\_\_\_\_\_  
Signature of Head of Department

\_\_\_\_\_  
Date

\_\_\_\_\_  
Reviewed by IBC

\_\_\_\_\_  
Date