

TITLE: Use of Biohazardous Materials in Research and Education

EFFECTIVE DATE: November 28, 2024

1. SCOPE

1.1 Authority

This policy is issued under the authority of the President.

1.2 Application

This policy applies to all employees, researchers, students, volunteers, associates, and industry partners/contractors of The Canadore College of Applied Arts and Technology (“Canadore” or “the College”) who use biohazardous materials in research or education.

2. PURPOSE AND PRINCIPLES

2.1 The purpose of this policy is to provide a framework for the use of biohazardous materials in research and education.

2.2 The College is committed to the highest ethical and safety standards involving the use of biohazardous materials in research, education, or other college-sanctioned activities.

2.3 This policy supports the College’s commitment to provide a safe and healthy environment for study, research, and work.

3. DEFINITIONS

3.1 Biosafety Officer

The Biosafety Officer is responsible for the oversight of the biosafety and biosecurity practices including the development and implementation of the key elements of the Biosafety Program.

3.2 Biosafety Committee

The Biosafety Committee acts as an advisory mechanism to senior administration and provides policy direction and recommendations pertaining to the use of biohazardous materials at the College.

3.3 Biosafety Program: The biosafety program consists of institutional policies and procedures that identify biosafety and biosecurity risks while facilitating the safe handling and storing of biohazardous materials and implementing effective measures to mitigate these risks.

3.4 Biohazardous materials: Biohazardous materials are infectious agents or hazardous biological materials that pose a risk, or have the potential to pose a

risk, to the health of humans, animals, or the environment. Biohazardous materials may include certain recombinant DNA, infectious organisms, and viruses (e.g., bacteria, fungi, parasites, prions, viruses, and rickettsia), as well as biologically active substances such as toxins, allergens, and venoms.

4. POLICY

- 4.1 College personnel who are conducting or proposing to conduct research or educational activities involving biohazardous materials shall adhere to the current edition of the *Canadian Biosafety Standards* or, when plant or animal pathogens are involved, the Canadian Food Inspection Agency or Public Health Agency Canada guidelines as applicable.
- 4.2 College personnel conducting or proposing to conduct research or educational activities involving biohazardous materials will obtain approval from the Biosafety Officer and the Biosafety Committee. Personnel then participate in ongoing reporting to ensure laboratory procedures being used comply with the safety precautions established by government regulatory bodies for the level of containment required by the research or educational activities.
- 4.3 Individuals responsible for supervising or working in areas where research involving biohazardous materials is conducted will adhere to appropriate *Occupational Health and Safety Act* requirements, policies, and procedures.
- 4.4 The College will remain informed on new regulations pertaining to the use of biohazardous materials in research and education and will incorporate all current requirements into its practices to the Plan for Administrative Oversight.

5. ROLES AND RESPONSIBILITIES

5.1 President

The President is responsible for the overall management and operation of the College. The President ensures that the policy is implemented and that compliance is monitored.

5.2 Vice President, Academic

The Vice President, Academic is responsible for the effective implementation of this policy and is to resolve any disputes arising over policy interpretation.

6. EVALUATION

This policy will be evaluated every five years or earlier if required.

7. RELATED MATERIALS

Plan for Administrative Oversight (PAO)

Canadore Biosafety Committee Terms of Reference

Biosafety Program