Biosafety Training – INTERIM TRAINING REQUIREMENTS
(To be implemented between formal training sessions.)

As the hiring process or the decision to initiate research activities involving biological agents are not based on the schedule for training, it is to be expected that individuals may miss the formal training offered by the Office of Risk Management (ORM). In order not to introduce unnecessary delays in allowing the individual to commence research and become familiar with the lab operations, an interim training procedure has been put in place.

The certificate holder will ensure that the new user will:

1. Register for the next available Biosafety Training.

2. Submit a Biohazardous Materials User Registration (BMUR) form to ORM. This form allows ORM to assess possible risk of exposure, and associated hazards, and compare proposed activity with known procedures. Download the form here: http://orm.uottawa.ca/sites/orm.uottawa.ca/files/bmur14092012_fr_0.doc


4. Become familiar with the characteristics of the biological agents being used. PSDS link: http://www.phac-aspc.gc.ca/lab-bio/res/psds-ftss/index-eng.php


6. Discuss with their supervisor the areas highlighted in the Practical Training document (embedded in the BMUR). The new user and the certificate holder must sign the documents and submits it to ORM.

7. Complete and submit to Human Resources, Health and Wellness attached Biosafety Health Assessment Survey form. This is a confidential document not assessed by ORM. (While not mandatory, this form will assist in identifying any medical reasons which may increase the exposure risk.)

The Office of Risk Management will subsequently follow up with the new users to ensure they have understood the key elements of biosafety safety and can work in the laboratory in a compliant fashion.

Should any questions arise; the parties will meet to discuss proposed project, the experimental design, procedures, or potential risk.