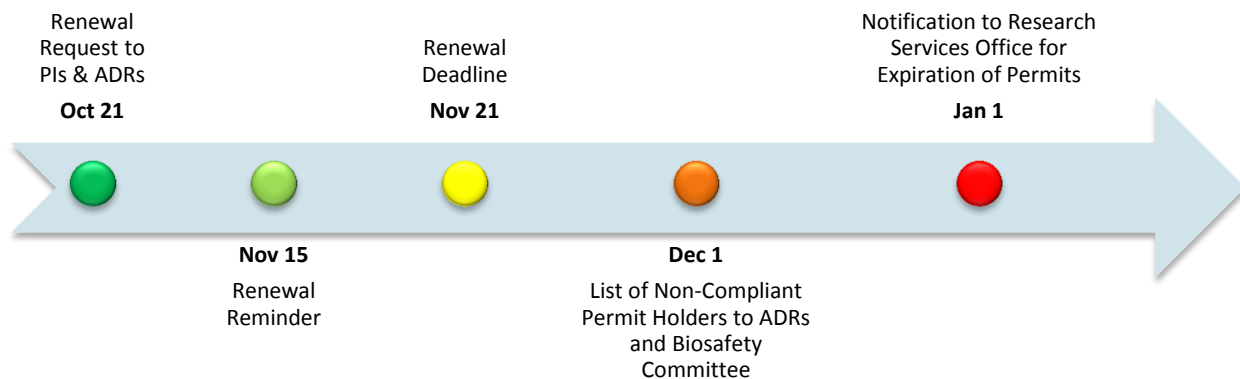


October 21, 2014

Annual Biosafety Permit Renewal Process

Dear Biosafety Permit holders,

The Annual Biosafety Permit Renewal Process remains similar to previous years and is summarized below.



BioLogistix is the new tool for managing Biosafety Permits with many benefits to the user:

- Time savings of 50 to 71% to enter a new permit
- Circa 5 minutes to modify an average-length permit
- Biosafety Permit sent via email to each Principal Investigator and Research Services Office as a pdf
- Biosafety Permit uploaded on your behalf to Researcher Profile (if you have an account in IRISS for ethics applications)
- Consolidated, consistent nomenclature for biohazards with Risk Groups pre-assigned

Renewal Instructions

- 1. Login** (*Permit Holder or Chematix Lab Supervisor*) to [BioLogistix](#)
- 2. Review or Edit** (*Permit Holder or Chematix Lab Supervisor*)
 - biohazards (pathogens, potentially infectious materials & microbiological toxins)
 - rooms where biohazards are handled/stored: labs, core/shared/animals facilities etc.
- 3. Submit** (*Permit Holder*). When your permit is authorized you will automatically receive a pdf.

BioLogistix FAQs

Q1. Why do I need to use BioLogistix instead of the legacy system?

- [BioLogistix](#) is a module within Chematix, therefore, you are not asked to provide details already held in Chematix e.g. laboratory, personnel, & contact information.

Q2. Why does my permit look different?

- Permits were modified to reduce inconsistency and clutter, and apply systematic terminology. Additionally, biohazards and lab locations are alphabetized.

Q3. Why did my lab location change?

- Lab locations were modified to be consistent with Chematix and remove unnecessary detail (e.g. a small room within a larger lab no longer needs to be identified)

Q4. Why did my biohazard name change?

- Standard nomenclature was applied to make searching, selecting and reporting easier.

Q5. Can I see the line-by-line changes applied to my permit?

- Yes, please email: biosafety.officer@ucalgary.ca

Q6. Can I add more detail to my permit?

- Yes, add detail to the section called “Application Comments” when completing the permit.

Q7. Must I provide individual details of cell lines and body fluids (e.g. HEK293 & A549, and blood & feces) rather than selecting the biohazard: “Human Cell Lines and/or Tissues and/or Body Fluids”?

- No, these details are not required. These are all treated as Risk Group 2 biohazards.

BioLogistix Drop-in Sessions (One-On-One Assistance; no appointment required)

If you need any help with renewing your permit, drop-in to a session at Foothills or Main Campus.

Date	Time	Location (*see details below)
October 24	10:00am - 2:00pm	Health Sciences Centre G222
October 31	9:00am - 10:30am	MacEwan Student Centre 269
November 7	9:30am - 2:00pm	Health Sciences Centre G222
November 14 & 17	2:00pm - 4:00pm	Health Sciences Centre 1460B
November 21	9:00am – 11:00am	Health Sciences Centre G222

Location

Health Sciences Centre G222 (adjacent to Security/Info Desk)

MacEwan Student Centre 269 (within Environment, Health & Safety and Security main offices)

Health Sciences Centre 1460B (within Library)

For further information, please feel free to email biosafety.officer@ucalgary.ca

Sincerely,

Eoin

Eoin O’Grady PhD

Manager, Occupational Health & Safety (Foothills & Spy Hill Campuses) and University Biosafety Officer