Institutional Biosafety Committee
IBC Registration Review Flow Chart

PI notifies IBC of submission (new IBC Registration or additional information; amendment form or closure report form for approved registrations).

If no concerns remain to be addressed, DIEC issues confirmation to PI.

DIEC reviews submission to assess the level of review and if further information or changes are necessary.

If complete
DIEC or Chair completes biosafety review and assigns a designated reviewer to assess if further information or changes are necessary.

Registration is re-reviewed by Chair and DIEC to confirm submission completeness.

If Approved
DIEC sends correspondence and determination letter to PI and study team.

If closure
DIEC details areas of concern and requests revisions from PI.

If incomplete
Designated Reviewer submits review comments & recommendations to Chair and DIEC. DIEC notifies BSO to conduct Biosafety Lab Audit.

If, Non-Committee Review

If Committee Review
Designated Reviewer becomes the Primary Reviewer and presents registration to IBC Members at a convened meeting. Members review, deliberate, and vote.

If submission is denied, suspended, terminated, tabled, requires revision

For more information please see website: www.umassd.edu/research/ibc
Please send questions and completed forms via email to: ibc.research@umassd.edu.