

Newton Biosafety Committee (NBC) Applicant Checklist

Application

- fill out the [initial application](#) and
- all supporting documents at least one month prior
 - Plot plan showing proposed location of the facility and a floor plan showing the internal layout of the facility
 - Listing of all organisms and containment levels.
 - A plan for systematic monitoring of waste
 - A description of the training program of safeguards and procedures
 - The institutions health monitoring, health surveillance and safety manuals
 - A description of the rodent and insect control programs to be used in the facility.
 - The name of the safety officer who shall be responsible for enforcing the policies of the IBC (Institutional Biosafety Committee).
 - A plan for orienting representatives of the Newton Health and Human Services, fire and police departments to the physical plant and to procedures to be utilized in the event of an emergency.

- the license fee of \$250

Presentation at a Newton Biosafety Committee meeting

- Contact the office for the date of an upcoming biosafety meeting
- 10-15 minute presentation about the planned rDNA work to the Newton Biosafety Committee. An example presentation can be found [here](#).