

Institutional Biosafety Committee (IBC) Protocol Closeout Request Form

Instructions: Please complete the following close-out questions for each IBC protocol you wish to close. Complete one form for each protocol. Submit each complete form to biosafety@drexel.edu.

Once completed, the IBC Office will contact you with any follow-up questions or to confirm your IBC protocol(s) have been successfully closed.

1. Date of Request
2. PI Name
3. Protocol #
4. Reason for closure:
 5. Please indicate the disposition of biohazardous agents associated with this IBC protocol to confirm that no biohazardous agents remain on this protocol.
 - Properly disposed of through EHRS
 - Transfer of biohazardous agents to another institution
 - List Institutions name
 - Transfer biohazardous agents listed on the protocol to another Drexel University faculty member's protocol?
 - List the agents and faculty member were transferred to
 - Other:
6. If this protocol has an associated IACUC Protocol, have you notified the IACUC (iacuc@drexel.edu)?
 - Yes
 - No
 - N/A (this IBC protocol has no companion IACUC protocol)
7. If this protocol has an associated IRB Protocol, have you notified the IRB (hrpp@drexel.edu)?
 - Yes
 - No
 - N/A (this IBC protocol has no companion IRB protocol)

By signing this form, I confirm that I have communicated to all personnel that this protocol is being closed and all research activities covered under this biosafety protocol must cease.

I certify that the information provided to close out this protocol is accurate.
