UNIVERSITY OF SOUTH ALABAMA

This matrix outlines the minimum training requirements for personnel, including undergraduate/graduate students involved in research activities or working in a laboratory setting. Review all applicable sections to determine which training requirements apply to you.

Research and Laboratory Safety Training Matrix

Training Category	Research Activity	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
Animal Research Additional Guidance: Institutional Animal Care & Use (IACUC)	PI or personnel listed on an Institutional Animal Care and Use (IACUC) protocol	1	2	3									12						
	will use a respirator										10								
	provides husbandry activities in the vivarium										10								
	provides husbandry activities in the ABSL-3				4						10								
Use of Biological Agents Additional Guidance: Institutional Biosafety Committee (IBC)	PI or personnel listed on an Institutional Biosafety Committee (IBC) protocol				4														
	will package/ship biological material					5													
	will use a respirator										10								
	work with viral vectors																16		
	work involves Animal Biosafety																	17	
Human Subjects Research Additional Guidance: Institutional Review Board (IRB)	will conduct or oversee a clinical research study							7	8	9									
	will collect/use/share Protected Health Information (PHI)								8										
	will pack/ship biological material					5													
	will conduct or oversee social, behavioral or educational research							7											
Export Controls Additional Guidance: Export Controls	research involves export controlled data/materials/ software/equipment														14				
Research Security	PI/personnel work involves federal funding by NSF, NIH and/or DOE											11							
Radiation Safety Additional Guidance: Office of Radiation Safety	will handle radioactive materials or work with lasers or x-ray producing equipment						6												

NIH Other Support Reporting University Policy	PI/personnel involved in the management, oversight, and reporting of NIH-funded projects.																	**18**
Research Administration **Additional Guidance: SPA**	Will submit research proposals to external agencies													**13**				

Responsible Conduct of Research (RCR)

See RCR Training Policy and RCR Training Series Page for more information.

Contact: Angela Williams

RCR training is required for:

- All faculty, regardless of funding, conducting sponsored and unsponsored research
- All personnel supported with National Science Foundation (NSF) funds
- National Institutes of Health (NIH) awardee with the following award types: Institutional Research Training Grants, Individual Fellowship Awards, Career Development Awards, Research Education Grants, Dissertation Research Grants

Lab and Chemical Safety

Contact: Department of Safety and Environmental Compliance

Individuals working in a lab should reference the Safety & Environmental Compliance Website and their Lab Safety checklist for required training

KEY

#	Training	Frequency	Format	Contact++		#	Training	Frequency	Format	Contact++
1	Working with the IACUC	Every 3 yrs.	Online	IACUC		10	Respiratory Protection Program	Annually	Class	Safety and Environmental Compliance (SEC)
2	Species-Specific	Every 3 yrs.	Online	IACUC		11	Research Security	Annually	Class or Canvas Course	Rachel Byrd
3	OHP Enrollment	Every 3 yrs.*	N/A	IACUC		12	Euthanex Training	Once	Class	IACUC
4	Biosafety	Annually	Online	IBC		13	Cayuse Electronic Research Administration System	Once	Class	Sponsored Projects Administration (SPA)
5	Shipping & Packaging Biological Material	Every 2 yrs.	Online	IBC		14	Export Controls	As needed/ Annual (TCP)	Class & Online	Rachel Byrd
6	Radiation Safety	Once	Class	Wesley Myrick		15	Conflict of Interest	Every 4 yrs.	Online	Dusty Layton
7	Human Subjects Protection	Once	Online	IRB		16	Viral Vectors	Once	Online	IBC
8	HIPAA in Research	Once	Online	IRB		17	Animal Biosafety	Once	Online	IBC
9	Good Clinical Practice (GCP)	Every 3 yrs.	Online	IRB		18	NIH Other Support Reporting	Annually	Online (Research Security: Basic Course)	Jennifer Mills

**Annual Updates for BSL-3 workers*

++ Contacts

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Angela Williams, Assistant Director
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IRB – Institutional Review Board
Tama Enroth, tamaenroth@southalabama.edu or irb@southalabama.edu
251-460-6308

IACUC – Institutional Animal Care and Use Committee
Danielle Miller, daniellemiller@southalabama.edu
251-341-4913

IBC – Institutional Biosafety Committee
Danielle Miller, daniellemiller@southalabama.edu
251-341-4913

Office of Research Security and Export Controls
Rachel Byrd, Director of Research Security and Export Controls
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SEC – Safety and Environmental Compliance
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SPA – Sponsored Projects Administration
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