



Notification

The Vice Chancellor, Shah Abdul Latif University, Khairpur has been pleased to constitute Institutional Biosafety Committee (IBC) comprising on the following members at SALU, Khairpur, for reviewing projects that involve recombinant DNA, RNAi, pathogens, human materials and other potentially infections material:

1. Dr. Muzafar Hussain Sirohi Convener
Associate Professor-Botany
2. Dr. Abdul Majid Ansari Member
Associate Professor-Biochemistry
3. Dr. Safdar Ali Ujjan Member
Associate Professor-Zoology
4. Dr. Sham Lal Member
Associate Professor-Microbiology
5. Dr. Amjad Ali Mughal Member
Senior Technologist
Institute of Microbiology

Secretary

W
Registrar 11-05-2023

COPY TO ALL CONCERNED.

Institutional Biosafety Committee – Sindh
Minutes of the Second Regional Meeting
Venue: Indus Hotel, Hyderabad City
May 14, 2023 (10:00 am - 1:30 pm)

Participants: Mr. Furqan Kabir, Dr. Afsheen Aman, Mr. Ali Raza, Dr. Amjad Ali Mughal, Dr. Safdar Ali Ujjan, Dr. Abdul Majid Ansari, Dr. Sham Lal, Dr. Maria Zahid, Dr. Asif Qureshi, Dr. Saeed Khan, Dr. Saddia Galani, Dr. Sehrish Fatima, Dr. Sitwat Zehra, Dr. Saima Saleem, Dr. Muhammad Zohaib, Dr. Shaista Bano, Dr. Sarfarz Ali Tunio, Dr. Nazir Ahmed Brohi, Dr. Aqeel Ahmed Bhutto, Dr. Aftab Ahmed Khand, Dr. Nazia Mumtaz, Dr. Junaid Iqbal, Dr. Muzafar Hussain Sirohi, Dr. Arshi Naz

Universities: Liaquat University of Medical & Health Sciences (LUMHS), Shah Abdul Latif University Khairpur, Aga Khan University, Dow University of Health Sciences, University of Karachi: Dr. A. Q. Khan Institute of Biotechnology and Genetic Engineering (KIBGE), University of Sindh Jamshoro.

Regrets: Dr. Satwat Hashmi

Recorder: Mr. Aun Ishfaq

Online: Dr. Asma Ansari, Ms. Hajra Waheed

Agenda

1. Agenda.
2. Regrets (if any).
3. Last meetings points will be highlighted.
4. Current updates/improvements on the progress from all participating institutions by their representatives (Verbal Presentation or Visual Presentation). Approximate time: 10 minutes each.
5. Identify and discuss any issues faced by the institutes/universities in establishing IBC.
6. Sensitize the perception of IBC to any other/new institutes coming on-board through delivering “Conceptual Lectures”.
7. Any other business (AOB).
8. Next upcoming meeting agenda.
9. Closing Remarks

Action Points

- The agenda for the next meeting will be developed, focusing on defining specific milestones and expectations to be achieved in the process of establishing and strengthening IBCs.

- It is essential that all participants strive to be on the same page regarding the establishment of IBCs. This includes fostering a common understanding of the goals, responsibilities, and best practices associated with biosafety.
- Each participant is encouraged to upload and share their progress and updates on the designated LMS platform. This will facilitate effective communication, collaboration, and ensure that all members are connected and updated on the developments related to IBCs.

Minutes of the Meeting

Progress Reports

- The meeting commenced with the recitation of a few verses from the Holy Quran by Dr. Asif Qureshi. Dr. Asif welcomed all the participants and expressed his appreciation for their commitment towards maintaining a professional attitude.
- Dr. Afsheen Aman shared the agenda of the meeting with the participants, which focused on the progress and establishment of the Institutional Biosafety Committees (IBCs). The meeting was the third in-person and second follow-up meeting for IBCs.
- Dr. Saeed Khan, President of the Pakistan Biological Safety Association (PBSA), was invited to deliver the opening remarks. Dr. Saeed welcomed all the participants from the five institutions, emphasizing the importance of encouraging IBC members from various locations in Sindh. He acknowledged the efforts of those working towards the establishment of IBCs in Sukkur and Khairpur cities. Dr. Saeed also expressed gratitude for the concern and support of Dr. Zeba and Dr. David from FIC, USA, regarding the participants' safety amidst ongoing political disturbances in Pakistan.
- Dr. Saeed highlighted the significant progress made through the training sessions in terms of individual capacity building. He emphasized the importance of involving institutional leadership to improve the capacity building of different universities and organizations. Dr. Saeed emphasized the need for collective learning and supporting one another, stating that this was the essence of capacity building. He acknowledged the official team support from Dr. Zeba, Dr. David, and the continuous hard work of Dr. Mashaal Chaudhri, Mr. Aun Ishfaq, Ms. Hajra Waheed, Dr. Javed Muhammad, and Dr. Ali Akbar in managing the meetings and workshops.
- Dr. Sitwat Zehra, PBSA Chapter Head Sindh, congratulated all the participating members for their involvement in the PBSA platform. She expressed her appreciation to the PBSA team for organizing such activities. Dr. Zehra emphasized that as responsible individuals, it is acceptable if goals are not always achieved, but the important thing is to continue the hard work.
- All participants were given an opportunity to introduce themselves and confirm their affiliations.

- Dr. Afsheen Aman requested participating institutes to provide a brief background on the previous steps taken to initiate the Institutional Biosafety Committees (IBCs) and requested updates on the current status. The following institutes presented their updates:

Presentations on Updates of IBC

Liaquat University of Medical & Health Sciences (LUMHS)

- Dr. Raza informed the participants that during the last meeting, it was mentioned that an IBC was established in LUMHS. Members were finalized and assigned their roles within the committee. They are currently focusing on training and guiding individuals on how to write new research proposals. Any research proposals submitted to the Office of Research, Innovation, and Commercialization (ORIC) that are flagged for biosafety issues will be referred to the IBC.
- Dr. Nazia provided an update on the work of the IBC related to the Diagnostic and Research laboratory at LUMHS. She mentioned that the committee is responsible for risk scoring and assessment in different areas of genetic technology and hematology. They are following the guidelines provided by the World Health Organization (WHO) for risk assessment.
- Dr. Arshi discussed the work being carried out by the IBC of the Diagnostic Lab. She acknowledged the PBSA for their training and guidance sessions. Dr. Arshi mentioned that they have obtained administrative approvals for biosafety officers and have completed designing Standard Operating Procedures (SOPs) for diagnostics and clinical activities. Dr. Binafshan is currently working on developing SOPs for studies related to animal models and drug delivery. Dr. Arshi requested assistance from the participants regarding the Risk Assessment list. She mentioned that they have already identified the risks and performed the risk assessment, and now they are seeking input on the next steps for risk mitigation.

The meeting continued with further discussions on the structure and functioning of the Institutional Biosafety Committee (IBC) at LUMHS. The following points were addressed:

- Dr. Sitwat Zehra congratulated the team at LUMHS for successfully establishing the IBC. She inquired about the total number of members on board for the IBC, considering LUMHS has divided their work into three different fields. Dr. Arshi responded that they have eight designated members for the diagnostic, clinical, and academic research sides. She further mentioned that all members coordinate together at different levels.
- Dr. Asif Qureshi sought clarification regarding the existence of two functional IBCs or just one. Dr. Arshi clarified that there is only one IBC entity, but they have different sections, such as clinical and diagnostic sides, along with various allied sciences departments. This is due to the use of animal models in many experiments, thus requiring different chairs to handle specific areas of research.

- Dr. Asif raised a question regarding the presence of different chairs for each research proposal and inquired about who would provide the IBC certificate among the two chairs.
- Dr. Saleem expressed concerns about the potential conflict of interest arising from having two chairs for a single committee. She suggested that the LUMHS IBC should have a single official signatory from the IBC to avoid such conflicts.

- Dr. Arshi acknowledged Dr. Saima Saleem's point and agreed that, currently, having multiple chairs is due to the extensive workload. However, she emphasized that in the future, there will be only one chair for the IBC.
- Dr. Zohaib suggested the formation of two separate committees to address different aspects. One committee would be exclusively dedicated to animal handling and animal safety, such as KAKU or EECA related issues. The other committee would focus specifically on the IBC.
- Dr. Saeed Khan took a positive stance on having different individuals assigned various duties within the IBC. He agreed with the suggestion that there should be one official signatory rather than multiple, ensuring clarity and accountability.
- Dr. Bhutto expressed concern regarding the issue of having two members within the IBC. He mentioned that all universities have decided that one IBC member will also be a part of the university's Institutional Review Board (IRB). Additionally, the Director of the ORIC will be a part of the biosafety committee. He shared that at the University of Sindh, the Director of ORIC is responsible for issuing certificates for research proposals required by Principal Investigators (PIs) for submission to the Higher Education Commission (HEC). Thus, technically, the main signatory is the Director of ORIC, who also serves as a member of the ethical review committee.
- Dr. Saeed Khan expressed his view that while the current arrangement may not be problematic, it might not be suitable in the long term. He raised concerns about having a non-scientific person as the signatory for IBC certification. He emphasized that in the future, it would be necessary to have a separate individual for the signatory role, as the Director of ORIC is typically selected based on their capacity and background knowledge for their respective responsibilities.
- Dr. Afsheen Aman provided input regarding Dr. Aqeel Bhutto's point about the Director of ORIC issuing IBC certificates. She emphasized that the Director of ORIC is typically a part of the IBC but the main role is to endorse research proposals through the IBC. The Chairperson of the IBC has the authority to accept or reject proposals based on the decision of the IBC members, and it is not the responsibility of the Director of ORIC. The Director of ORIC's role is to route the proposals to the funding agency. Clear roles and responsibilities should be established for the IBC and the ORIC. Dr. Bhutto clarified the designation of the Director of ORIC as the secretary rather than a member of the Institutional Ethical Review Board (IRB). The convenor of the Institutional Ethical Committee, who is the Dean of the Faculty of Natural Sciences, holds the total mandate.

The Director of ORIC assists in scrutinizing the forms under the supervision of the Dean and then signs the form. As per HEC requirements, the Director of ORIC fulfills all necessary obligations. The Dean and other six members endorse the proposals as experts from different biological sciences sections. The Director of ORIC issues the certificate based on the recommendation of the convenor, resolving the issue.

- Dr. Asif Qureshi inquired about the progress of the external member inclusion, which was discussed in the previous meeting. Dr. Arshi confirmed that they have included an external member, as there is a need for external expertise at certain stages.
- Dr. Qureshi inquired about the functionality of the IBC at LUMHS and whether they have started receiving proposals for scrutiny. Dr. Arshi informed the participants that they have completed the last phase in the diagnostics section, including the design of SOPs, which have been sent to higher authorities for review. Once approved, they will begin accepting proposals. She emphasized the importance of receiving training before handling proposals. Dr. Saeed Khan suggested initially working with mock proposals for training purposes.

Shah Abdul Latif University (SALU), Khairpur

- Dr. Sham mentioned that they initially faced several problems and administrative issues while establishing the IBC at SALU. They had both formal and informal meetings with the administration, and it was suggested to submit a proposal for the IBC along with the names of the members. The administration further recommended including members from other departments such as chemistry and pharmacy. They also wanted to include the Dean of Natural Sciences as a senior professor/authority, but he disagreed for reasons unknown. Additionally, there were questions about funding, to which they replied that they were doing it voluntarily and would explore funding options. Finally, they received the approval letter from the university for the establishment of the IBC at SALU.
- Dr. Asif expressed his satisfaction with the news that SALU now officially has an IBC.
- They are currently waiting for the advisory committee to assist them in determining the next steps. They anticipate the need for training sessions on proposal evaluation. This summarizes their progress thus far.
- Dr. Asif Qureshi and all the members in the meeting extended their congratulations to the SALU team for successfully establishing the IBC. They appreciated their continuous efforts in overcoming challenges and making progress.
- IBC Team Composition: Dr. Sham Lal informed the participants that the current IBC team at SALU consists of five members from different departments.

The meeting proceeded with updates on the establishment of the IBC at SALU. The following points were discussed:

- Dr. Aqeel Bhutto from the University of Sindh Jamshoro raised a question about who will issue the IBC certificate. Dr. Sham Lal responded that the final certificate will be

issued by the Office of Research, Innovation, and Commercialization (ORIC) of their university, but the ORIC representative is not a member of the IBC. Currently, the Bioethics Committee of the Faculty of Natural Sciences handles research proposals for biosafety certificates required for publication purposes. Additionally, supervisors provide a Similarity Index certificate, ensuring the similarity score is below 19%. Based on these documents, the Director of ORIC issues certificates. As the head, the Dean of the Faculty of Natural Sciences is responsible for the Bioethics Committee. With the establishment of the IBC, they will determine the appropriate processes and constitution.

- Dr. Asif Qureshi informed the SALU team that DOW University initially faced similar difficulties, having an Institutional Review Board (IRB) and now an IBC. He assured the SALU team that if they encounter any difficulties, they can reach out for assistance, as the purpose is to help and support each other.
- Dr. Saeed Khan expressed his appreciation for closely following the establishment process of the IBC from its initial stages. He acknowledged the challenges of convincing the Vice-Chancellor, and commended Dr. Amjad for providing continuous updates throughout the process. He recognized the team's achievement in establishing the IBC in a short period of time, and applauded Dr. Amjad's efforts as a driving force and dedicated follow-up.

University of Sindh, Jamshoro

- Dr. Nazeer Ahmed Brohi provided an update on the progress from the University of Sindh, Jamshoro. He mentioned that all members actively participated in the first in-person meeting. They also obtained approval from the Vice-Chancellor for the establishment of the IBC. Following the second online IBC meeting, four departments, namely the Department of Physiology, Department of MLT, Institute of Microbiology, and Institute of Biotechnology & Genetic Engineering, initially participated in the IBC activities.
- Dr. Brohi stated that they have started the IBC activities with these departments and plan to include other departments in the future, such as the Department of Fresh Water, Zoology, Pharmacy, and any other relevant departments. They have also introduced the concept of the IBC to other faculty members to train them on IBC-related matters.
- The IBC at the University of Sindh, Jamshoro, has identified three main areas of focus. The first area involves the use of pathogenic microorganisms in laboratory setups, including microbiology, genetic engineering, and pharmacy. The second area pertains to the use and handling of laboratory animals in research. The third area is virology, although currently, the university does not utilize viruses for research purposes. The IBC aims to inquire about the specific pathogenic cultures used, their sources of origin, how they are maintained, and their use in research conducted at the university.
- The team from the University of Sindh, Jamshoro, discussed the inclusion of one additional member from the IBC team in their Institutional Review Board (IRB), and they

have nominated a focal person for this role. They also deliberated on the importance of appointing a Biosafety Officer (BSO), as this position is considered crucial within the IBC.

- Dr. Saima Saleem raised a question regarding the identification and assessment of research proposals related to synthetic biology, specifically in terms of biosafety issues. In response, Dr. Aqeel Bhutto explained that the university has an Ethical Review Committee with the authority to consult other experts in synthetic biology. They follow a defined proforma consisting of several questions, with the biosafety standard of the laboratory being a key consideration. The Ethical Committee then decides whether the proposed project is feasible within the university. Currently, there are no projects involving synthetic biology at the university, and they are primarily focused on environment and agriculture-related projects. Dr. Bhutto also mentioned that the convenor of the IBC will serve as a permanent member of the IRB, and certificates will be issued accordingly.
- Dr. Saima Saleem appreciated the discussion and emphasized that synthetic biology raises significant concerns regarding biorisk management, particularly due to the use of microorganisms and animal models. She suggested that this aspect should be addressed in the relevant forms and procedures.
- Mr. Furqan Kabir asked two questions. First is your IBC functional and if yes than and how many proposals have you reviewed so far. Second is that your university is in the process of hiring a biosafety officer so what will be the job description or responsibility along with the eligibility criteria for that.
- Dr. Sarfarz Tunio explained that their IBC is currently in the implementation stage and not fully functional yet. They have identified the relevant departments, such as biotechnology, genetics, laboratory technology, and microbiology, and have discussed the importance of IBC with them. However, there are some reservations among these departments, so they plan to organize a workshop to raise awareness about the significance of IBC. They have also recognized that only the natural science section requires IBC, while social science departments do not. They intend to modify the proforma and include specific questions related to IBC. If the answers to these questions indicate the use of microorganisms or lab animals, the proposal will be sent to the IBC for detailed review. As for the Biosafety Officer position, they have proposed to the Vice Chancellor that each department should have at least one honorary biosafety officer, who would be a faculty member with a Ph.D. degree in the respective field. They believe this approach would not pose a financial burden on the university.
- Mr. Furqan Kabir emphasized the importance of selecting a specific criterion for the BSO position. He pointed out that assigning someone with a conflict of interest could lead to bias when reviewing their own project proposals. Instead, he suggested hiring a dedicated individual for the BSO role who is solely focused on biosafety and regulatory matters.

The BSO should have a single strategy for every department, as they cannot effectively perform multiple tasks across different departments.

- Dr. Aqeel Bhutto mentioned that at the University of Sindh, they have a Health and Safety Manual that includes various policies, such as biosafety policy, radiation policy, environment policy, etc. They also have an IRB manual for research proposals involving human subjects. In their biosafety policy, they have a permanent member of the IBC on the IRB, along with the Director of the ORIC. They have developed these policies based on directives from the Higher Education Commission (HEC) and are working on implementing the IBC at their university.
- Mr. Furqan Kabir reiterated his suggestion of hiring a dedicated BSO who is paid to focus solely on the regulatory aspects of biosafety. He emphasized that the BSO should not be burdened with multiple tasks across different departments but should have a single strategy for all departments. As a regulatory position, the BSO's role should be dedicated to biosafety and not be involved in other tasks.
- Dr. Asif Qureshi inquired about the involvement of the IBC member in the IRB meetings. He asked whether the IBC member would sit in the meeting and listen to the committee's point of view, or if the proposals would be directly sent to the IBC member for reviewing. Dr. Aqeel Bhutto explained their process, stating that they have a clear form and checklist to aid in decision-making. At least three out of eight IBC members must agree on a proposal before it is sent to the IBC convenor. Of these three members, two should be from the concerned field and one from a different field to avoid bias. They have empowered the Deans of each department to select two field members and one from a different field. Initially, they will focus on implementing IBC in the Faculty of Pharmacy and subsequently involve the natural sciences department.
- Dr. Saeed emphasized the importance of having a Biosafety Officer (BSO) on board who can handle IBC-related issues while participating in the IRB meetings.
- Dr. Asif intervened to conclude the discussion due to time constraints.
- Dr. Afsheen highlighted the importance of involving experts in cutting-edge fields such as AI and synthetic biology, as these emerging areas are being incorporated into public sector universities in Pakistan. She also expressed her support for hiring a BSO.

KIBGE, University of Karachi

- The nomenclature of the IBC was previously discussed, and it was decided that the already existing Institutional Bioethics Committee would be given a checklist. This checklist will be used to filter all submitted proposals, and those requiring biorisk management evaluation will be forwarded to the Biosafety Committee. This approach resolves the nomenclature issue.
- Sadia and Sehrish endorsed Dr. Saima's presentation and confirmed that the checklist is yet to be implemented in the already functioning Institutional Bioethics Committee. They

expressed hope that the process will start soon, as the management has agreed in principle.

- Dr. Furqan inquired about how the nomenclature issue was handled. Dr. Saima explained that the ORIC was involved in scrutinizing proposals for biosafety considerations and supporting the mechanism explained earlier. The checklist will play a powerful role in identifying relevant proposals and directing them for biorisk management evaluation.
- Dr. Sarfaraz asked about the participation of various departments in the IBC. Dr. Saima clarified that the Institutional Bioethics Committee at UoK has been functional for almost six years, and the checklist will facilitate the existing IBC's operations.
- Dr. Saeed asked if a biosafety expert will be nominated at the existing Institutional Bioethics Committee. Dr. Saima confirmed that a representative from the biosafety experts at UoK will be included in the IBC. Dr. Saeed suggested that this member should have a fixed membership position at the IBC, which Dr. Saima agreed with and mentioned that it will be notified in the upcoming weeks.
- Dr. Asif raised a question regarding the existing IBC at UoK being the Institutional Bioethics Committee and how it aligns with the Institutional Biosafety Committee. Dr. Saeed proposed that the existing IBC should mention in approval letters that the proposals have been reviewed by the Institutional Biosafety Committee. Dr. Asif further inquired about the notification of the involvement of a biosafety expert at the IBC, and Dr. Saima confirmed that it will be notified soon.

Dow University of Health Sciences, Karachi

- Dr. Asif mentioned that major challenges have been addressed, and a post for a BSO has been created. However, finding the right candidate for the BSO position has proven to be a difficult task. Dr. Asif emphasized the importance of having a dedicated BSO and learning from the experiences of colleagues in other institutions. He requested anyone who knows a potential candidate for the BSO position to share their information so that the candidate can be considered.
- Dr. Asif also shared that a pipeline for filtering proposals through the Institutional Review Board (IRB) using a checklist has been established. This process involves screening proposals at the IRB and shifting relevant proposals to the Institutional Biosafety Committee (IBC). This pipeline is already functional, and the IBC is actively reviewing proposals. Regular meetings are being held to discuss and review the proposals.
- Dr. Asif further informed that the IBC at DUHS has been restructured, and additional members have been added. Dr. Saeed added that two external members have also been included in the DUHS IBC, indicating a broadened perspective and expertise within the committee.
- Dr. Aqeel suggested that the Pakistan Biological Safety Association (PBSA) should develop guidelines for the recruitment of BSOs. Dr. Saeed acknowledged that work has already been initiated in this regard. He further mentioned that they are working on the

possibility of certifying BSOs, potentially by the Pakistan National Accreditation Council (PNAC), to ensure their relevance and usefulness to the institutes.

- Dr. Afsheen raised the question of developing a specific job description (JD) for the hired BSOs and asked if it is possible to design a set of JDs for BSOs. Dr. Saeed responded positively, stating that the DUHS team has been working on developing JDs for BSOs. Additionally, they have been seeking input from Tim and Philippe to generate these JDs.
- Dr. Furqan proposed the idea of designating a specific job band, such as grade 18 or 19, for the BSO position. This would help align the position within the hierarchical system, especially in public sector universities. By assigning a designated band, the eligibility criteria and JD can be defined accordingly.
- Dr. Saima suggested that institutes consider including biosafety trainings by PBSA as an additional criterion along with academic degrees. This would serve as an additional gauge to assess the capabilities of the candidates.

Aga Khan University

- Dr. Furqan mentioned that AKU has a functional IBC for the past six years, indicating that it has been established and operational for a significant period.
- Dr. Zohaib, the Biosafety Officer (BSO) at AKU, offered his assistance to other institutes in improving their workflows and processes related to biosafety. This shows a willingness to collaborate and support other institutions in enhancing their biosafety practices.
- Dr. Junaid suggested that parallel training of individuals and staff members should be conducted. This approach ensures that if a trained person leaves the institute, there will be a backup available to maintain continuity in biosafety practices.
- Dr. Furqan reiterated his offer to provide help and facilitation to all institutes, indicating a willingness to support and collaborate with other institutions in matters related to biosafety.

Concluding Remarks:

The meeting concluded with a vote of thanks extended by the President of PBSA, acknowledging the active participation and contributions of all attendees. It highlighted the collective efforts and significant progress made by each university in establishing and strengthening their Institutional Biosafety Committees (IBCs). Key points that emerged from the discussions included the recruitment of dedicated Biosafety Officers (BSOs), seamless integration of IBCs with existing committees, development of comprehensive job descriptions for BSOs, engagement of external experts, and the successful implementation of proposal evaluation processes.

Minutes submitted by: Dr Afsheen Aman and Dr. Asif Qureshi

Minutes edited by: Hajra Waheed

Institutional Biosafety Committee – Sindh

Meeting Minutes

1st May 2023

Participants: Martin Timothy Trevan, Philippe Stroot, Zeba Rasmussen, Saima Saleem, Ali Raza, Abdul Majid Ansari, Satwat Hashmi, Bilal Ahmed Khan, Maria Zahid, Saddia Galani, Furqan Kabir

Universities: Liaquat University of Medical & Health Sciences (LUMHS), Shah Abdul Latif University Khairpur, University of Sindh, Aga Khan University, Dow University of Health Sciences, University of Karachi: Dr. A. Q. Khan Institute of Biotechnology and Genetic Engineering (KIBGE)

Regrets: Asif Qureshi, Arshi Naz

Recorder: Tim Trevan

Agenda:

1. Agenda
2. Regrets
3. Updates on IBC developments at institutions
4. Chapter meet up report
5. Discussion of Philippe's Paper
6. Requests for assistance
7. AOB
8. Next Meeting

Actions Points:

1. Tim to identify and share materials to share on the LMS
2. Tim and Philippe to share with Hajra the check-lists sent to Dr Asif for sharing with the whole group through the LMS
3. Add the discussion of training of biosafety officers to a future agenda item
4. Cancel the April meeting due to Ramadan and Eid, next meeting to be held 1st May

Minutes

Progress Reports

University of Karachi

- Saima Saleem shared the progress updates regarding the Institutional Biosafety Committee at KIBGE. She informed the attendees that the committee's name will be changed to "Institutional Biorisk Management Committee" based on the suggestions

made by Tim and Philippe, as the university has another IBC which is short for the Institutional Bioethical Committee. The Director and VC at KIBGE appreciated this idea, and the approval will be sought this month.

- Saima further explained that the proposals at KIBGE will be submitted at ORIC, which will then be forwarded to the Institutional Biorisk Management Committee. After approval from the committee, the proposal will be sent to the already-established IBC: Institutional Bioethical Committee at the University of Karachi. She also hoped to include people from social sciences and legal advisors in their team.
- Saima shared that Karachi University has 62 departments, and all proposals with a biological component will be forwarded to the Bioethical Committee. Proposals from departments of microbiology, biotechnology, zoology, botany, agricultural sciences, protein sciences, faculty of medicine or pharmacy will all be submitted to the Committee of Biorisk Management.
- Saima also informed the attendees that the KIBGE team is working on a Biorisk Management form. She thanked everyone for their help, especially Dr. Saeed for his assistance in the form's development. Tim, Philippe, and Zeba congratulated Saima on her progress.

Shah Abdul Latif University Khairpur

- Dr. Abdul Majid shared the progress updates regarding the proposal to form an Institutional Biosafety Committee at SALU. He informed the attendees that the proposal has progressed through the VC's office. The Worthy Vice Chancellor will issue the final approval for establishing the committee and its composition.
- Dr. Abdul Majid further explained that to assure the committee has the right people; they suggested people from, microbiology, biochemistry, chemistry, pharmacy and the botany departments. The Worthy Vice Chancellor will finalize the name and members of the committee.
- The attendees appreciated the progress made by Dr. Abdul Majid and his team. They suggested that he keep the group updated on any further developments.

Aga Khan University

- Satwat Hashmi shared the progress updates regarding the Biosafety Officer (BSO) at AKU. She informed the attendees that a new BSO is coming on board, and the previous BSO is still connected with them. A meeting will be held to discuss the transition.
- Satwat further explained that she was asked to help DUHS in hiring a BSO in the last meeting. However, she has not been contacted by the participants since then.

Liaquat University of Medical & Health Sciences (LUMHS)

- Dr. Ali Raza shared the progress updates regarding the Institutional Biosafety Committee at LUMHS. He reminded the attendees of the updates Dr. Arshi shared in the last

meeting, that the IBC had been established for the Diagnostic and Research Lab at LUMHS, and another university-wide IBC has also been constituted at LUMHS. The committee members have been finalized, and minutes have been approved by the VC and higher authorities.

- Dr. Ali Raza further explained that a schedule for training will be established for staff and faculty of Biosafety. All the members will finalize the schedule. The IBC formation letter has been sent to all the HoDs for the roles and responsibilities of the IBC.
- Dr. Ali Raza also informed the attendees that a new research project will be forwarded to the IBC by the Research Ethics Committee.

Dow University of Health Sciences

- Dr. Bilal Ahmed shared the progress updates regarding DUHS. He informed the attendees that the post of the BSO has already been approved by the VC and is formally created. DUHS is now in the process of recruiting a full-time BSO.
- Dr. Bilal Ahmed further explained that all proposals have to go through IRB, and a checklist for IRB has been added. If there are any issues related to DURC, gain of function, GMOs, then IRB will forward the proposal to the IBC. Permission to hire a BSO has been granted, and work on ToR is underway with support from AKU.

Risk Assessment Checklist and Schedule for Training

- During the meeting, Tim screen-shared Dr. Arshi's (LUMHS) checklist for biorisk assessment including hazard identification, types of equipment, types of exposure, waste disposal, emergency procedures, first aid, training required, and quality control. Tim also shared LUMHS schedule for systemized training.

Regional Meeting for the Sindh Chapter

- Dr Zeba shared that the first in-person regional meeting will be held on 18th March in Karachi. Further details to be shared by PBSA via email.

Two Types of IBCs

- Philippe shared two different types of IBCs. The first type is related to the Cartagena Protocol on GMOs, and it requires both institutional and governmental registration of projects. This IBC has specific requirements, such as having a community member in the committee, and it is mainly for GM products that have an impact on the environment. The second type is a Biorisk Management Committee, which aims to not only comply with regulations but also work towards continuous improvement. The challenge is to meet the requirements of both IBCs, and Philippe has prepared a document highlighting the pros and cons of both types. Each institution's needs may be different, so Philippe asked the attendees to review the document and provide their opinion on whether it is needed or not.

- Tim mentioned a checklist during the meeting that outlines the criteria for determining whether a proposal should be forwarded to the IBC. The iGEM safety form and Philippe's document need to be uploaded it to the LMS platform.

Training Needed for a BSO

- Dr. Satwat Hashmi asked about the kind of training that a BSO (Biosafety Officer) would need.
- Dr. Zeba added that it was a good idea to start looking for resources to train BSOs.

Next Meeting: The next virtual meeting to be scheduled after Ramadan.

Minutes submitted by: Hajra Waheed



Shah Abdul Latif
University, Khairpur

Abdul Majid Ansari <amajid.ansari@salu.edu.pk>

Workshop details: IBC Workshop- Karachi

1 message

fariha munir <farihamunir.pbsa@gmail.com>

Sun, Oct 9, 2022 at 10:08 PM

Cc: Mashaal Chaudhri <mashaal.pbsa@gmail.com>, Shehroze Ameen <srz.ameen@gmail.com>, Saeed Khan <saeedkhn@gmail.com>, javed muhammad <javedM81@hotmail.com>, Dr Ali Akbar <aliakbar.uob@gmail.com>

Bcc: amajid.ansari@salu.edu.pk

Dear IBC Participants

Thank you for confirming your availability for the Institutional Biosafety Committee Workshop.
Please note the following details:

Workshop:

Date: 19-20th October 2022

Time: 9am-5pm

Venue: Movenpick Hotel Karachi.

* Kindly keep your laptops with you and check your emails regularly, You will be receiving information via email.

Accommodation:

Check in: 18th October (You may check in after 2pm)

Checkout: 20th October- 12pm or You will be requested to check out before coming to the workshop- Further details will be shared at spot

Travel Reimbursement:

It is important to save all your travel receipts and present them to the PBSA staff to claim your reimbursements.

You may also book a shared car or van that will accommodate all the members from your team.

Looking forward to seeing you at the workshop

Regards

Fariha Munir

Project Officer

Pakistan Biological Safety Association (PBSA) - Islamabad.