

Covering letter to HSE Notification Officer

Notification of Class 2 Programme of Work at GM 6

I attach a CU2 form for a Class2 connected programme of work at College of Life Sciences, City Campus, University of Dundee (GM 6). Payment by BACS will follow.

Given the very broad nature of this notification I attach five risk assessments and associated Safe Operating Procedures so that the foreseeable risks arising from this programme of work are clearly documented. This connected programme of work will be carried out in several Containment Level 2 laboratories located within the College of Life Sciences (CLS). All these laboratories are constructed and equipped to a high standard. Waste from these laboratories is autoclaved in two dedicated, centrally provided waste facilities. All core and scientific support services within CLS are centrally managed to ensure consistent, high standards are achieved throughout.

All new staff and students starting work in the CLS School of Research attend a general health & safety induction seminar where they are shown how to access the on-line risk assessments and Safe Operating Procedures (SOPs). They are also made aware of who their Divisional Biological Safety Adviser is and how to contact them. The induction seminar is run once a month with, on average, 20 people attending. After general induction, the Divisional Lab Manager and/or a senior member of the new start's research group gives one to one instruction/training/supervision covering: the relevant SOPs and risk assessments; correct waste disposal methods; safe operation of equipment; and specific experimental techniques.

Effective management of this broad connected programme of work is essential. This is achieved primarily through the Genetic Modification Safety Committee that is chaired by Professor Mike Ferguson FRS, FRSE in his capacity of Dean of Research (Committee membership is given in Appendix 1). Therefore, this Committee holds the necessary executive management authority to oversee this programme, as well as the technical expertise to review the risk assessments for work carried out under this broad notification. On an operational level a key role is played by the Committee member Ms Lisa Grayson who liaises on a regular basis with local Laboratory Managers so that there is a robust communication channel between research scientists and the Committee.

As part of the review process of new risk assessments, the Committee will consider if the proposed work falls under this Class 2 connected programme of work. Clearly, if the proposed work does fall under this notification then it will not need to be notified as a separate activity.

Please be assured that if I have any concerns about risk assessments following within this notification I will contact you for advice.

Please contact me if you require further information about this connected programme of work.

Appendix 1: GMSC Membership

Professor Mike Ferguson FRS, FRSE - Dean of Research

Professor Kees Weijer - Head of Division Cell & Development Biology

Professor Inke Nathke - Cell Biologist

Dr Jorst Zomerdijk - Molecular Biologist

Dr Lucia Guthrie - Parasitologist

Dr Peter Taylor - Molecular Physiologist

Dr Nicola Stanley Wall - Microbiologist

Dr Susan Wyllie - Parasitologist

Dr Ian Ellis, Dental School - Cell Biologist

Dr Nick Helps - MRC Health & Safety Coordinator

Dr Luke Newman - Director of Biological Services

Ms Lisa Grayson - CLS H&S Information Officer

Dr Ian Scragg - University Biological Safety Adviser & Head of Safety Services