



Modification Form Procedure

Often in research, Principal Investigators need to modify the agents (such as cell lines, viral vectors, bacteria, toxins, etc.) that they use. Rather than complete a Biological Agents Permit Application (BAPA) each time, Researchers can complete a modification form. To do this, Researchers can contact the Biosafety Officer at biosafety@uwo.ca or cvoss2@uwo.ca. A modification form will be sent to the Researcher electronically. *

Once you have received the modification form, please do the following 6 steps. Failure to do so may result in delays in approval. Forms without all the information outlined in Steps 1 through 6 will not be accepted or reviewed by the Committee.

1. Add the new biological agent(s) to column 2 and the corresponding containment level(s) to column 3.
2. Attach a brief description of the work being done with the agent(s) you are adding and how they will be stored and disposed of.
3. Attach any information on the agent(s) that you have, such as website material or a Safety Data Sheet.
4. Sign and date the form as the Permit Holder.
5. Complete the Dual-Use Risk Assessment (only required for Risk Group 2, Risk Group 3, and Security Sensitive Biological Agents)
6. Return completed form to Courtney Voss via email, cvoss2@uwo.ca

If you have questions, please call extension 88730 or e-mail biosafety@uwo.ca.

*Note that significant changes in the work being done, such as the change in containment level, will require an updated Biological Agents Permit Application (BAPA) and possibly a lab inspection.