

HARPER ADAMS UNIVERSITY

GENETIC MODIFICATION SAFETY COMMITTEE (GMSC)

Terms of Reference

Constitution

1. The Board of Governors has established a committee of the Board of Governors known as the GMSC.

Membership

2. The Committee and its Chairman shall be appointed by the Board of Governors. The members will be:
 - A Chairperson.
 - Representatives of management with responsibility for GM work.
 - Representatives of those leading work with GM.
 - Representatives of Technical Staff supporting work with GM.
 - Representatives of persons having access to the GM facilities or who might otherwise be exposed to GM work, e.g. ancillary staff, administrative support staff, contractors.
 - The Biological Safety Officer (the person appointed to comply with the legally required notifications and record keeping).
 - A person to liaise between the GMSC and main University Health and Safety Committee.
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 - undertaking GM work.
 - Co-opted persons to supplement expertise where necessary.
 - Note: Medical surveillance is not a specific requirement and a supervisory medical officer is not required to be appointed.

The composition (but not names) of the GMSC must be notified to the HSE as part of notification of first use of premises for GM activities. Any changes to the composition should also be notified.

Authority

3. The Committee is authorised by the Board of Governors to ensure that:
 - i) all GM trials or other GM work undertaken by the University are carefully considered and justified.
 - ii) human health, environmental safety, good practice and propriety concerns are addressed before GM trials are undertaken at the University.
 - iii) it provides advice to those undertaking risk assessments prior to GM work to ensure that it complies with the Contained Use Regulations and other statutory obligations.
 - iv) it obtains a report from the leader of the trial at the end of the project which includes the results achieved and any resulting published work.

Duties

4. The duties of the GMSC shall be:
 - a) to consider all proposals for GM work to be undertaken by the University and to ensure that proposals have fully considered human health, environmental safety, security and propriety concerns. The Committee will have the right to request

amendment to a proposal or reject a proposal in instances where evidence is not available that such full consideration has been made.

- b) to ensure that all staff involved in approved GM work, are appropriately trained and are competent in the management and conduct of GM work and have undertaken risk assessments that are appropriate for the work in question.
- c) to ensure that the University puts in place and uses a monitoring system to record the conduct and progress of GM work.
- d) to review the outcome of completed GM projects to consider any unforeseen ethical, safety or security issues raised by such projects.
- e) to receive and review in detail and in a systematic manner every proposal for genetic modification work and to judge the adequacy of the risk assessment and the identification of appropriate containment and other risk control measures.
- f) to periodically review risk assessments.
- g) to advise on the preparation and review of local rules to cover work involving genetic modification.
- h) to advise on the needs for training, equipment and resources for genetic modification work.
- i) to consider any accidents or incidents relevant to genetic modification work.
- j) to consider and recommend arrangements for health monitoring or surveillance where appropriate.
- k) to disseminate legislation and approved guidance relevant to work with genetic modification.
- l) to promote a knowledge and understanding of genetic modification within the University.
- m) to assist and advise the Authorised Person to discharge the responsibilities for statutory notifications and record keeping.

Monitoring

- 1) An annual report of all GM activities will be made by the GMSC to the Biological Safety Committee.
- 2) Two yearly review of all Risk Assessments will be carried out by the Risk Assessment holder.
- 3) A list of all workers carrying out GM activities will be kept by the GMSC for at least 10 years.
- 4) A list of all active and ceased GM Risk Assessments will be kept by the GMSC for at least 10 years after their end date.

Frequency

- 5. The Committee will act as a sub-committee of the **Biological Safety Committee** and meetings shall normally be held when a request to conduct GM work is received. The Chairman of the GMSC may request additional meetings if they are considered necessary.

Attendance at meetings

6. The Committee may, from time to time, invite other members of the University to provide specific advice and comment on applications for GM work.
7. The Committee is empowered to invite external representatives of regulatory bodies concerned with GM issues to attend meetings to assess safety and security review process and to offer advice about the process as required.

Reporting procedures

- 8.

GMSC

Membership 2021/22

Members

Dawn Arnold	Chair
Dawn Arnold	