 IMCES	Light Microscopy Unit (LMU) Tel: 6042/6012
	Electron Microscopy Unit (EMU) Tel: 4387/6079
	imces-support@uk-essen.de

Application form for S1 and R/S2 work at the IMCES

Applicant	
Title:	<input type="checkbox"/> Dr. <input type="checkbox"/> PD <input type="checkbox"/> Prof.
Surname:	
Forename:	
Email:	

PI	<input type="checkbox"/> same as above
Title:	<input type="checkbox"/> Dr. <input type="checkbox"/> PD <input type="checkbox"/> Prof.
Surname:	
Forename:	
Email:	

Project Number: (just relevant for projects registered with the EMU)	
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Our work at the IMCES will include handling of living microorganisms of biosafety level*

<input type="checkbox"/> S1	<input type="checkbox"/> R/S2
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**according to the German BioStoffV referring to EU Guideline 2000/54/EG and under consideration of potential genetic modifications detailed in the German GenTSV*


We define S1 organisms as GMO of BSL1 and R2/S2 organisms as wt/GMO of BSL2.

No work with a biosafety level higher than R2 is possible at the IMCES.

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Organism(s) and BSL declaration according to the TRBA lists 460-468 of the “Bundesanstalt für Arbeitsschutz und Arbeitsmedizin“:

Short Description of your S1 or R/S2 work at the IMCES:

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Official details of your BSL project

Please enter the information for your host BSL1/2 facility (see Addendum, A1)

„Anlagennummer“:

... of the host facility for your BSL1/2 work

„Aktenzeichen“:

... of the „Anlagen-Genehmigungsbescheid“

For work with GMOs, who is the officially declared “Projektleiter” and “Beauftragter für Biologische Sicherheit (BBS)” for your work according to German GenTSV (see Addendum, A2)

“Projektleiter”:

according to the German GenTSV

“BBS”:

... of the host facility according to the German GenTSV

According to German GenTG and BioStoffV **new work of BSL1 in an existing BSL1 facility** does not have to be actively announced to the respective authorities. Consequently, you can immediately start your BSL1 work with wt or GMO at the IMCES after submitting this form to us. **Please be aware that you yourself are fully responsible for the contents and the record of your work!**


Additional BSL2-specific Information

All BSL2 work must be officially announced to the respective authorities in form of an “Anmelde-“ or “Genehmigungsverfahren”. From this announcement of your work, **for your host facility** you have received these details (see Addendum, A3)

Full project name:

“Aktenzeichen”:

...of the respective “Projekt-Genehmigungsbescheid” for your facility

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Addendum

1. The IMCES provides lab space which is generally suitable for work at maximum BSL2. However, for any BSL1/2 work at the IMCES, no matter if you handle wildtype (wt) or genetically modified microorganisms ((G)MOs), it is obligatory that the individual project is officially located at your lab/work area for which you have an own "Anlagen" approval letter from the "Bezirksregierung Düsseldorf" with a unique "Aktenzeichen" listing the unique "Anlagennummer" of your facility. Conceptionally, if you intend to perform BSL1/2 work at the IMCES you shift parts of the work from your "BSL1/2 Anlage" to the "Gentechnische S2 Anlage" of the IMCES ("Anlagennummer" 1410; "Aktenzeichen des Genehmigungsbescheids" 53.02.01-D-1.20/11). **It is not possible that the "Gentechnische Anlage 1410" of the IMCES is the primary host facility of your BSL1/2 work.**
2. According to legal regulations all BSL1/2 work requires a detailed daily written record. The IMCES as service facility for a variety of complex projects cannot provide individual supervision of these records and your work. The IMCES provides lab space which is generally authorized for BSL1/2 work and we keep record of the daily usage in form of a) the online booking calendar and b) BSL2-usage protocols which you find next to all relevant IMCES machinery and which you have to fill-out after every BSL2 instrument use. For the detailed experiment records and the supervision of these you, your individual project leader and your local "Beauftragte für Biologische Sicherheit (BBS)" according to the German GenTSV (the latter two are just relevant for work with GMOs) are responsible. In case of any project-related question by the authorities we will forward the officers to you and the project leader responsible for your work.
3. The "BioStoffV-Überwachungsbehörde" is the responsible authority for BSL2 work with wt organisms and the "Gentechnik-Überwachungsbehörde" for work with GMOs. From the initial announcement of your work, for your "Anlage" you already have received a project approval letter from the respective authorities with a unique "Aktenzeichen" on which also the "Project Name" is listed. If you had applied for establishing a new "Anlage" with a BSL2 project, the "Aktenzeichen" of the "Genehmigungsbescheid" for the facility and the project might be the same!
4. The responsible authorities for BSL2 work have been declared in A3. These authorities must also be informed about your intention to shift parts of your work to the IMCES facility. This announcement must take place via the "Sicherheitstechnischer Dienst" of the UKE, currently in person of:

Dr. Uwe Stank-Plucas
 Universitätsklinikum Essen (AÖR)
 Sicherheitstechnischer Dienst
 Hufelandstraße 55
 D- 45147 Essen
 Dienstgebäude: Esmarchstr. 10, R 208
 Telefon +49 201 / 723-85596

Keep in mind that for work with wildtype BSL2 organisms the "BioStoffV-Überwachungsbehörde" has to be informed **30 days before start of your work at the IMCES** and for work with BSL2 GMOs the "Gentechnik-Überwachungsbehörde" must be generally informed without a deadline.