

Guidelines for 'Off campus' project work of undergraduate students

Where undergraduate students undertake project work (that falls within the scope of an application to the Biosafety and Radiation Safety Committee [BRSC]) off campus, notification from the UWS supervisor to the UWS BRSC on the following is required:

- The type of project work to be conducted 'off campus',
- If access to physical containment facilities or radiation laboratories is required,
- Site specific project training to be provided for authorised access to such facilities;
- The supervisor responsible for overseeing the project at the 'off campus' facility, including their details;
- The approval number of the project from the off campus institution, associated correspondence such as amendments, notifications of additional researchers to the research team;
- Approvals of these amendments by the institution's Institutional Biosafety Committee (IBC);
- A risk management approach i.e hazard identification, risk management and control has been completed for the project;
- Agreements between the relevant Institution and UWS College/School are in place.

Students are required to comply with the Occupational, Health and Safety (OHS) and IBC/Relevant Safety Committee guidelines of the 'off campus' institution at all times and be informed by their UWS supervisor of the Occupational Screening and Vaccination against Infectious Diseases Policy requirements to be complied with prior to entry into a NSW Health facility.