

# Carnegie Mellon University's Policy on the Public's Request for Minutes and Comments Regarding the Institutional Biosafety Committee

## Purpose

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This policy addresses the requirements of Section IV-B-2-a-(7) of the *NIH Guidelines for Research Involving Recombinant or Synthetic Nucleic Acids (NIH Guidelines)*. For more information on the *Guidelines*, please visit: [http://osp.od.nih.gov/sites/default/files/NIH\\_Guidelines.html](http://osp.od.nih.gov/sites/default/files/NIH_Guidelines.html)

## Policy

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Carnegie Mellon University's Institutional Biosafety Committee will, upon request, make available to the public all Institutional Biosafety Committee meeting minutes and any documents submitted to or received from funding agencies. To obtain these documents, please contact the Biological Safety Officer at (412)268-8182. If public comments are made on Carnegie Mellon University's Institutional Biosafety Committee actions, Carnegie Mellon University will forward both the public comments and the Institutional Biosafety Committee's response to the Office of Biotechnology Activities, National Institutes of Health, 6705 Rockledge Drive, Suite 750, MSC 7985, Bethesda, MD 20892-7985 (20817 for non-USPS mail), 301-496-9838, 301-496-9839 (fax).