

UNIVERSITY OF HAWAII – INSTITUTIONAL

BIOSAFETY COMMITTEE

REQUEST FOR 30 DAY PROTOCOL EXTENSION

An IBC 30-Day Extension is the mechanism by which a Principal Investigator obtains from the IBC additional time to complete a project after the IBC registration is expiring.

In general, the following conditions should exist

- **No changes to the registration are required**, the Scope of Work won't change (no major addition or deletion); **AND**
- Additional time beyond the established expiration date is required to assure adequate completion of the originally approved project;
- Continuity of support is required while competing continuation application is under review;
- The extension is necessary to permit an orderly phase out of a project that will not receive continued support; **and/or**
- A late start to the project due to circumstances beyond the control of the Principal Investigator necessitates an extended due date.
- This is only an IBC extension; ORS extension must be sought separately.

PLEASE READ CAEFULLY: Federal regulation and policy and UH IBC policy requires that active IBC protocol are required to be reviewed every three years. Failure to renew protocols on a triennial basis is considered a serious noncompliance. It is acknowledged that unforeseen circumstances may prevent triennial renewals of protocols to be submitted to the IBC for review prior to the protocol renewal deadline. In such situations, you may apply for a 30-day extension in order to complete the necessary electronic filing of a protocol renewal to keep the IBC protocol active. The request must be reasonably justified. The IBC Chairman/or Designee in consultation with an IBC Coordinator will determine whether the request is eligible for the extension.

*Return the TYPED form to Office of Research Compliance, Biosafety Program
University of Hawaii at Mānoa, 2425 Campus Road, Sinclair 10, Honolulu, HI
96822. Telephone (808)956-4446 or UHIBC@hawaii.edu*

Section I. To be completed by Principal Investigator.

Principal Investigator: _____

College/School/Dept/Unit: _____

Mailing Address: _____

E-mail: _____ Telephone: _____

IBC Registration No.: _____

Title of IC Registration _____

Reason/Justification for Extension:

Principal Investigator (Signature) _____ Date _____

Section II. To be completed by IBC Chairman/Designee Approve Disapprove

Comments:

IBC Chairman/Designee _____ Date: _____

Expiration Date: _____