# This form should be submitted where updates are required to an approved project. The scope and methodology should not change, and the dealing schedule and risk of the project should not increase.

# If the IBC feels that the dealing schedule, project scope or methodology is changed, or that the risk of the work is significantly increased due to the update, you will be asked to submit a new project application form.

**\*\*DO NOT USE THIS FORM TO NOTIFY THE IBC OF STAFF OR FACILITY CHANGES.\*\***

**For changes to staff or facilities, the Chief Investigator must email current details to** **ibcadmin@flinders.edu.au****. Please include training details of new personnel.**

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| 1. **Chief Investigator’s Details**
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| **Name:**  |
| **Phone:**  |
| **Signature\*:**  | **\*Please note, in lieu of the Chief Investigator’s signature, the application form may be emailed to** **ibcadmin@flinders.edu.au** **by the Chief Investigator\*\*** |
| 1. **Current Contact for this Application** (if not the Chief Investigator as listed above)
 |
| **Name:** |
| **Phone:** |
| **Email:** |
| 1. **Project Information**
 |
| **IBC Project Number:**  |
| **Project Title:** |
| 1. **Current Dealing Classification(s) – please tick all that apply**

If unsure of current classification(s), please contact ibcadmin@flinders.edu.au. |
| **Exempt Dealing**(Schedule 2, Part 1) | [ ]  2[ ]  4 | [ ]  3[ ]  5 | [ ]  3A |
| **PC1 Notifiable Low Risk Dealing**(Schedule 3, Part 1) | [ ]  1.1(a) | [ ]  1.1(c) |  |
| **PC2 Notifiable Low Risk Dealing**(Schedule 3, Part 2) | [ ]  2.1(a)[ ]  2.1(d)[ ]  2.1(g)[ ]  2.1(j)[ ]  2.1(m) | [ ]  2.1(b)[ ]  2.1(e)[ ]  2.1(h)[ ]  2.1(k) | [ ]  2.1(c)[ ]  2.1(f)[ ]  2.1(i)[ ]  2.1(l) |
| **Microbiological Project Only** **(No GMOs)** | [ ]  Risk Group 2 microorganism |
| 1. **Does this project involve the use of animals?**
 |
| Yes [ ]  / No [ ] If yes, Animal Welfare Committee approval no:       |

**This update changes the risk category of the project, or adds a new protocol.**

**[ ]  Yes - please fill out Section 1 (pg. 3) of this form, and submit a revised risk assessment with your application.**

**This is a minor update only (e.g. addition of a new vector, host, etc.) that will not change the risk category or dealing schedule and item classification.**

**[ ]  Yes - please fill out Section 2 (pg. 4) of this form only. No revised risk assessment is required.**

**SECTION 1:** For updates which may change the risk category of the project, or for addition of a new protocol.

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| 1. **Justification for this proposal**

Please explain how this proposal relates to your original application, justifying why an update is required rather than submitting a new project application.  |
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| 1. **Proposed Update**

Please include all information concerning the proposed update(s) to the original application (e.g. animal strain, protocol change, vector, etc.).  |
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| 1. **Dealing Classification**

Please provide the Dealing Schedule and Item Classification(s) (for work involving GMOs), for the proposed update. Exempt Dealing Classifications: <http://www.comlaw.gov.au/Details/F2011C00732/Html/Text#_Toc302474560> NLRD PC1 & PC2 Classifications: <http://www.comlaw.gov.au/Details/F2011C00732/Html/Text#_Toc302474564> AS/NZS 2243.3 2010 (for microbiological risk groups): <http://www.saiglobal.com/online/autologin.asp>  |
| **Exempt Dealing**(Schedule 2, Part 1) | [ ]  2[ ]  4 | [ ]  3[ ]  5 | [ ]  3A |
| **PC1 Notifiable Low Risk Dealing**(Schedule 3, Part 1) | [ ]  1.1(a) | [ ]  1.1(c) |  |
| **PC2 Notifiable Low Risk Dealing**(Schedule 3, Part 2) | [ ]  2.1(a)[ ]  2.1(d)[ ]  2.1(g)[ ]  2.1(j)[ ]  2.1(m) | [ ]  2.1(b)[ ]  2.1(e)[ ]  2.1(h)[ ]  2.1(k) | [ ]  2.1(c)[ ]  2.1(f)[ ]  2.1(i)[ ]  2.1(l) |
| **Microbiological Project Only** **(No GMOs)** | [ ]  Risk Group 2 microorganism |

**\*\* Section 1 Applicants - please submit a revised Risk Assessment with your application\*\***

**\*\* Please submit this application form, together with the Risk Assessment and any other supporting documentation to the IBC via email:** **ibcadmin@flinders.edu.au**

**SECTION 2:** For minor updates (e.g. addition of a new vector, host etc.) that will not change the dealing schedule and item classification.

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| 1. **Proposed Update**

Please briefly describe the proposed update(s) to the original application, including details of any new vectors, animal strains, etc.  |
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| 1. **Confirmation of Classification**

If unsure of current classification, please contact **ibcadmin@flinders.edu.au**. |
| I confirm that the dealing schedule and item classification, as listed on the front of this application, will not change given the proposed update. Yes [ ]  / No [ ]  |

**\*\* Section 2 Applicants - Please submit this application form and any supporting documentation to the IBC via email:** **ibcadmin@flinders.edu.au**

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| ***Office Use Only:*** * Name of original reviewer:
* Name of update reviewer:
* Update approved :
* Does this project involve the use of animals? Yes [ ]  / No [ ]
	+ If yes, a copy of the approved update must now be sent to the Animal House
* Is there currently a Record of Assessment for this application? Yes [ ]  / No [ ]
	+ If no, create one for NLRD projects
	+ If yes, update the Attachment

Approved by Reviewer: **Name:**       **Date:**       |