

Position Description:

Biological Safety Supervisor



UNSW
THE UNIVERSITY OF NEW SOUTH WALES

Faculty/Division Medicine		School/ Divisional Unit School of Medical Sciences		
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Overview

The position of Biological Safety Supervisor is an appointed position, providing a point of contact for the collection and dissemination of information on biological safety for the School of Medical Sciences. Biological safety encompasses (but is not limited to): cultured cell lines; microorganisms; materials contaminated or potentially contaminated with infectious microorganisms; animals, including tissue samples, blood, body fluids and excreta; human blood, tissues, body fluids and excreta; plants; any extract from an animal (including human), plant or microorganism that is potentially infectious or able to cause harm.

Reporting

The position reports to the level 3 occupational health and safety committee constituted in the School of Medical Sciences.

Responsibilities

1. To be the point of contact within the School to receive information pertaining to biological safety from the UNSW occupational health and safety and workers compensation (OHS&WC) unit that needs to be disseminated to members of the School.
2. To be the point of contact, in collaboration with the OHS Coordinator for the School, for members of the School seeking advice on biological safety issues.
3. To be familiar with the UNSW Biosafety Procedure.
4. To have an awareness of the approval process for the use of biological material and be able to advise where information on this process may be obtained.
5. To have an awareness of the risk groups to which different biological hazards belong, and the containment facilities required for each group. To be able to advise where information on these requirements may be obtained.
6. To have an awareness of the requirements for the import and export of biological materials and be able to advise on where information on these requirements may be obtained.
7. To have an awareness of the immunization requirements for handling of biological material and be able to advise on where information on these requirements may be obtained.
8. To have an awareness of the UNSW guidelines on dealing with biological spills and Laboratory Hazardous Waste Disposal Procedure and be able to advise where information on these guidelines may be obtained.
9. To be able to direct enquiries on biological safety to appropriate sources of information.
10. To maintain an awareness of the biological safety issues within the School.

Supporting resources

Procedures, guidelines, information sheets and legislation links that support biological safety can be accessed from the UNSW OHS&WC web site at:

http://www.hr.unsw.edu.au/ohswc/ohs/ohs_biosafety.html