


# BIOSAFETY MANUAL



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			1 of 2
<b>Transfer of GM Plant(s) (in and out)</b>		Effective Date: March 2013 Date of Revision: NA	
Prepared by: Siti Fatimah Mohd Mokhtar (SOP Committee)		Reviewed and approved by: Dr Goh Hoe Han (Head of SOP Committee)	
<b><u>Purpose of procedure</u></b> This procedure has been developed to prevent unintentional release of GM Plants to the environment			
<b><u>Scope</u></b> This procedure only applied to all authorised users and visitors of the RTPC2 facility			
<b><u>Responsibilities</u></b> The RTPC2 manager to ensure transportation of GM Plant(s) in and out of facility are handle in accordance with the specified guideline			
<b><u>Steps</u></b>			
<b><i>GM Plants</i></b>			
<b>Transferring GM Plant(s) in:</b>			
<ol style="list-style-type: none"> <li>1. User should acquire approval from facility manager one week prior to transfer in of GM Plant(s)</li> <li>2. After receiving approval for greenhouse space, you must notify RTPC2 management 2 days in advance of bringing plant(s) into greenhouse</li> <li>3. Personnel or users must ensure that anyone transporting the GM Plant(s) is aware of any conditions of transport that must be complied with</li> <li>4. The GM Plant(s) must be wholly contained within a primary sealed container</li> <li>5. The primary container must be packed in a secondary sealed, unbreakable container</li> <li>6. If material being transported is to be cooled, any coolant material should be packed outside the secondary container</li> <li>7. All the containers must be properly labelled with the identity of the GM Plant(s), name, address and contact number of the person who can assume responsibility for them in case of an emergency. GM Plant(s) which fit into the classification of Risk Group 2 or higher must be indicated with biohazard label</li> <li>8. The containers must be decontaminated prior to removal from the laboratory (refer SOP 16)</li> <li>9. Records must be kept that account for the transportation of GM Plant(s) (Appendix 5.4)</li> <li>10. GM Plant(s) must be properly labeled in the greenhouse</li> <li>11. GM Plant(s) transported by road, rail or air must comply with Biosafety Guidelines on transport regulations</li> <li>12. The containers must be decontaminated after use (refer SOP 16)</li> </ol>			
<b>Transferring GM Plant(s) out:</b>			
<ol style="list-style-type: none"> <li>1. Personnel or users must ensure that anyone transporting the GM Plant(s) is aware of any conditions of transport that must be complied with</li> <li>2. The GM Plant(s) must be wholly contained within a primary sealed container</li> <li>3. The primary container must be packed in a secondary sealed, unbreakable container</li> <li>4. If material being transported is to be cooled, any coolant material should be packed outside the secondary container</li> </ol>			

5. All the containers must be properly labelled with the identity of the GM Plant(s), name, address and contact number of the person who can assume responsibility for them in case of an emergency.
6. The containers must be decontaminated prior to removal from facility (refer SOP 16)
7. Records must be kept that account for the transportation of GM Plant(s) (Appendix 5.4)
8. GM Plant(s) transported by road, rail or air must comply with transport regulations
9. The containers must be decontaminated after use (refer SOP 16)

### ***GM Micro-organisms***

#### **Transferring in and out:**

1. The GMOs must be wholly contained within a sealed, unbreakable primary container
2. Consideration must be given to whether the vents of the primary or secondary container should be HEPA-filtered while transporting GMOs that could form aerosols,
3. The primary container must be packed in a secondary sealed, unbreakable container
4. If material being transported is to be cooled, any coolant material should be packed outside the secondary container
5. The outermost container must be properly labeled with the identity of the GMOs and telephone number of the person who can assume responsibility for them in case of an emergency
6. The containers must be decontaminated prior to removal from facility
7. GMOs transported by road, rail or air must comply with Biosafety Guidelines on transport regulations
8. The containers must be decontaminated after use

#### **Training required**

Training in the safe handling, storage, transport and disposal of such material, and in emergency procedures in the event of exposure and spills

#### **Location**

RTPC2 facility and research laboratory