## Project Identification:

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| --- | --- |
| Project Title: | |
| Project Director: | |
| Primary Department Appointment: | |
| Campus phone No: | UW Green Bay Email: |
| Protocol Number: | |
| Date of Project Approval: | |

# Updates to Personnel

## Personnel, Responsibilities, and Training: Identify new personnel (including students) who will be working with any of the biological materials described on this protocol; indicate the training they have received, and their responsibilities under this protocol. For training instructions, see the [Biosafety website](http://grants.uwosh.edu/sample-page/research-compliance/institutional-biosaftey-committee-ibc/ibc-training/). Include copies of CITI training completion certificates for all individuals listed. This form should be submitted at the time the individuals begins working on the project.

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| **Name and position** | **Responsibilities** | **CITI Training and date completed**  (List learner group and any specialized training) | **Trained by:** |
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**B. Additional Information:**

1. List the names of any individuals no longer involved with the experiments
2. Identify the individual(s) responsible for training all incoming laboratory personnel. Describe their experience relevant to handling the biological materials described in this protocol.
3. Will any new personnel be exposed to blood or potentially infectious materials? If yes, include the signed disclosure form for each new individual with Annual report (see IBC website for form).