



**JAMES E.K. HILDRETH, Ph.D., M.D.**  
*President & Chief Executive Officer*

November 25, 2019

Dear Meharry Researchers,

All research conducted at Meharry Medical College must be compliant with all applicable safety and regulatory laws and guidelines. Please be advised multiple federal agencies provide regulatory requirements and guidance regarding the safe conduct of research. The NIH's Office for Biotechnology Activities sets forth requirements for the safe and secure use of all research agents and tools including recombinant or synthetic nucleic acid molecules, biohazardous agents/materials, or pathogenic/etiologiical agents and/or toxins. The agencies provide varying levels of oversight including enforcement and penalties for noncompliance. For example, the NIH can suspend funding for any or all NIH-sponsored activities if the institution is not in compliance with NIH and/or federal guidelines. The NIH also requires review and approval of certain categories of activities as outlined in the NIH Guidelines. As per the mandates of state and federal regulatory agencies, Meharry's research review and compliance committees (Institutional Biosafety Committee (IBC), Institutional Review Board (IRB), and Institutional Animal Use and Care Committee (IACUC)) are charged with review, approval, and oversight of the use of research agents/materials/animals in teaching and research in any MMC facility by any MMC research personnel.

Any and all research activity on Meharry campus or involving Meharry personnel must be registered in the IBC office. It is the faculty member/principal investigator's responsibility to initiate the registration process. If you are currently conducting research at Meharry and have not done so, you are strongly advised to take immediate action to begin the IBC registration process by contacting the IBC office at [IBC@mmc.edu](mailto:IBC@mmc.edu). All research projects posing any potential biohazard, involving patients or human samples, cell-lines, organoids, viruses, insects, parasites, worms, plants, animals, radiation etc. will require additional review and approval by the IRB, IACUC or radiation safety office and subsequent monitoring of approved research protocols.

Your cooperation in this matter is greatly appreciated. For any questions, please contact the Office of Research at Meharry.

Sincerely,

A handwritten signature in black ink, appearing to read "James E.K.", written over a white background.

James E.K. Hildreth, Sr. PhD, MD  
President & CEO  
Interim VP, Research and Innovation