ETHICS AND BIOSAFETY ADMINISTRATION GROUP

Are you a member of staff or a higher degree student intent on conducting research? Will your research involve human participants or animals or a potential bio-hazard?

If this is you, read on. If not, please pass this flyer to someone who may be considering research.

Who we are and what we do?
Based within the Office for Research at Footscray Park campus in Building C Room 302-314, the Ethics and Biosafety Administration Group is responsible for overseeing the administration of ethics applications and servicing the VUs ethics committees.

Our services
The Ethics and Biosafety Administration Group provides administrative support to the Animal Experimentation Ethics Committee (AEEC), the Victoria University Human Research Ethics Committee (VUHREC) and its three faculty-based sub-committees and the Institutional Biosafety Committee (IBC).

The Ethics and Biosafety Administration Group also provides high-level advice to researchers and higher degree students in relation to ethics applications, the development of ethically sound research proposals and procedures, including legislative and University policy requirements. The Ethics and Biosafety Administration Group also facilitates the monitoring of approved research projects.

Who needs ethics approvals?
If you intend to conduct research that involves the use of humans as participants, animals or involves a potential bio-hazard, you will require approval from an appropriate ethics committee.

Under no circumstances may you commence research until approval from the relevant Ethics Committee has been granted.

How do I submit for approval?
You will need to complete the appropriate Application form and submit the form to the relevant committee (this will depend on the type of research you intend to conduct and participants/subjects involved). It is essential that you submit all relevant documentation which may include surveys, questionnaires, tests, translations, and approval letters from participating organisations and agencies.

It is vital that all relevant parties to the research sign the Application form’s Declaration page before submitting your research proposal to the Committee.

Send hard copy applications to:
Office for Research
Building C Room 302-314
Footscray Park campus
Victoria University

Contact staff:
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Further information:
Ethics & Biosafety website: