

**Instrument of Accreditation of an
Organisation Pursuant to the
Gene Technology Act 2000 and
Corresponding State Law**

Central Queensland University

Accreditation Number 158/2006

Variation Number Var 3532/2007

Issued by the Gene Technology Regulator



Effective 1 July 2007

Instrument of Accreditation of an Organisation Pursuant to the *Gene Technology Act 2000* and Corresponding State Law

This instrument accredits the organisation above under section 92 of the *Gene Technology Act 2000* and, as applicable, corresponding State law. The accreditation is subject to conditions. The conditions are set out below.

Conditions

Suitability

1. The accredited organisation must at all times continue to be a suitable organisation to hold accreditation.

Accredited organisation must use its IBC

2. Where any statute, rule, regulation or other legal obligation requires input from an IBC in the course of submitting information to the Regulator, the accredited organisation must obtain that input from an IBC nominated by this organisation for the purpose of accreditation.

IBC must have technical scientific expertise

3. The accredited organisation must only use an IBC where the membership of the IBC possesses the collective technical and scientific expertise to assess and advise on the identification and management of risks associated with dealings with GMOs for which the IBC is requested or required to provide assessment and advice. An IBC will be compliant with this condition if it is necessary for it to rely on the advice of an expert (i.e. not a member of the IBC) to address specific, short-term skills deficit in the IBC.

IBC must have an independent member

4. The accredited organisation must only use an IBC where the membership of the IBC includes a person who is independent from the accredited organisation.

IBC members must be appropriately indemnified

5. The accredited organisation must only use an IBC where the members of the IBC are appropriately indemnified.

Records must be kept

6. The accredited organisation must ensure that records of the following are kept:
 - (a) all current notifiable low risk dealings and licensed dealings conducted by the organisation;
 - (b) minutes of meetings of the IBC; and
 - (c) inspections of certified facilities.

7. Records must be kept for at least 3 years from the time they are made.
8. Records must be made available for inspection by the Regulator, on the Regulator's request.

Conflicts of interest of IBC members must be declared

9. The accredited organisation must only use an IBC where the IBC has arrangements in place to deal with conflicts of interest and these arrangements must include requirements that:
 - (a) an IBC member who has a conflict of interest declare the conflict of interest prior to the commencement of any meeting to consider that matter. If the IBC member does not have notice of the matter prior to the meeting, the member must declare the conflict of interest immediately upon becoming aware of it; and that
 - (b) minutes of IBC meetings contain records of all declared conflicts of interest and of any measures taken to address the conflict of interest.

Reports and notices must be prepared and submitted

10. As soon as practicable after the end of each financial year, and before the following 30 September, the accredited organisation must complete and submit to the Regulator an annual report in the form required by the Regulator.
11. The accredited organisation must provide a notice in writing to the Regulator within 30 days, if the accredited organisation:
 - (a) wishes to access or establish an IBC other than the IBC(s) identified in their application; or
 - (b) disbands or ceases to use an IBC; or
 - (c) changes the organisation's primary contact or contact details for the organisation's primary contact; or
 - (c) changes its IBC primary contact or the contact details of its IBC primary contact (where the IBC is the accredited organisation's own IBC); or
 - (d) changes its name or ownership. The notice must include details of any changes to the information provided as a part of the organisation's accreditation application.
 - (e) is convicted of an offence against a law of the Commonwealth, a State or a foreign country relating to the health and safety of people or the environment and punishable by a fine of \$5000 or more; or
 - (f) has had a licence or permit (however described), held by the organisation under a law of the Commonwealth, a State or a foreign country relating to the health and safety of people or the environment, revoked, suspended or cancelled.