

## TRAINING REQUIREMENTS

Please refer to each programs training requirements for Principal Investigators and Key Personnel:  
<https://usm.maine.edu/orio/about-us/>

- ☞ Institutional Review Board for Human Subject Research (**IRB**)
- ☞ Institutional Animal Care and Use Committee (**IACUC**) training is offered in person on an as needed basis.
- ☞ Institutional Biosafety (**IBC**)
- ☞ Responsible Conduct in Research (**RCR**) training is mandated by NSF/NIH and is offered bi-annually in-person.
- ☞ Financial Conflicts of Interest (**FCOI**) training is required for external funding. Additional training for NIH and NSF funding.
- ☞ Federal agencies require Export Control training and approval before the **export of controlled** items, commodities, technology, software or information to restricted foreign countries, persons and entities (including universities).

USM'S IRB IS ACCREDITED  
THROUGH AAHRPP.



Association for the Accreditation  
of Human Research Protection Programs, Inc.®

## ORIO HOMEPAGE

[www.usm.maine.edu/orio](http://www.usm.maine.edu/orio)

### USM Collaborative IRB

<https://usm.maine.edu/orio/collaborative-institutional-review-board-irb/>

### IRB & HSR Determination Submissions

<https://usm.maine.edu/orio/irb-submission-process/>

### Institutional Animal Care and Use Committee (IACUC)

<https://usm.maine.edu/orio/institutional-animal-care-and-use-committee-iacuc/>

### Institutional Biosafety Committee (IBC)

<https://usm.maine.edu/orio/institutional-biosafety-committee-ibc/>

### Reporting Alleged Research Misconduct and Animal Protocol Violations

<https://usm.maine.edu/orio/reporting-alleged-research-misconduct-and-animal-protocol-violations/>

### Reporting Alleged Mismanagement of Federal Funds

<https://usm.maine.edu/orio/reporting-alleged-mismanagement-of-federal-funds/>

Please consult with the ORIO staff for information and guidance on what activities may constitute research and the applicable policies and procedures.



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# Office of Research Integrity and Outreach



*ORIO has primary responsibility for ensuring compliance with applicable federal, state and local laws, regulations in research, and other covered activities before work begins.*

*We encourage you to contact our office to arrange a time to speak with ORIO staff regarding your research interests and planned activities.*

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### INSTITUTIONAL ANIMAL CARE AND USE COMMITTEE (IACUC)

The Institutional Animal Care and Use Committee (IACUC) is responsible for ensuring that any research, teaching, or testing activities are conducted in compliance with all state and federal regulations, that the research is well planned, and the treatment of animals is ethical.

### INSTITUTIONAL BIOSAFETY COMMITTEE (IBC)

Any research, teaching, or testing activity that involves any of the following must be reviewed and approved by the Institutional Biosafety Committee (IBC) before the activity may begin:

- ⌘ Recombinant DNA,
- ⌘ Human or animal blood, body fluids, tissues, or other biological samples
- ⌘ Infectious agents, or
- ⌘ Select agents as defined by the USDA and Health and Human Services

### HUMAN RESEARCH PROTECTION PROGRAM (HRPP)

The University of Southern Maine (USM) HRPP ensures the protection of the rights and welfare of persons participating in human subject research conducted at or affiliated with USM.

Guidance: <https://usm.maine.edu/orio/irb-guidance-and-resources/>

### INSTITUTIONAL REVIEW BOARD (IRB)

The Institutional Review Board (IRB) for the Protection of Human Subjects in Research is responsible for reviewing activities potentially determined to be research with human subjects. The start of any research (including the recruitment of subjects) that has not been previously reviewed and approved by the ORIO and/or the IRB is prohibited.

All **student research** must be supervised by a faculty member who is responsible for the student's research conduct; this includes adherence to USM Policy and Procedures for Human Subject Research and research ethics.

The USM IRB is

### ADMINISTRATION OF FINANCIAL CONFLICTS OF INTEREST (FCOI)

Researchers are obligated to disclose significant financial interests upon submitting a proposal for external funding (ITP) or upon a change in financial interest which creates the possibility of a conflict of interest in regard to a research proposal.

### RESPONSIBLE CONDUCT IN RESEARCH (RCR)

- ⌘ National Institute of Health (**NIH**) requires that all trainees, fellows, participants, and scholars receiving support through any NIH training, career development award (individual or institutional), research education grant, dissertation research grant must receive instruction in Responsible Conduct in Research.
- ⌘ National Science Foundation (**NSF**) requires that students (undergraduate and graduate) and postdoctoral researchers who receive NSF funds (support from salary and/or stipends to conduct research on NSF grants) must receive instruction in Responsible Conduct in Research.

### EXPORT CONTROL

- ⌘ If your Research Agreement contains an explicit export control clause;
- ⌘ Involves IP/Technology that may be subject to federal regulations;
- ⌘ Involves nations that are on the Department of State lists; or
- ⌘ If you will be applying for H1-B visas on an I 129 form, please contact ORIO for guidance on Export Control

