

# Checklist for New Researchers

Please provide a copy of this completed questionnaire to the incoming faculty member at the time of the offer of employment so that they have compliance requirements and contacts in hand.

## Responsible Conduct in Research (RCR)

For areas of Research Integrity at the University of Tennessee, see <http://research.utk.edu/compliance>. You may seek training through the Office of Research and Engagement's website at <http://research.utk.edu/training-workshops/>.

## Export Controls

If you need information to determine if you have an export control issue, you will find information at <http://exportcontrol.utk.edu/>

## Environmental Health and Safety

Does your research involve activities with hazardous substances (e.g. Chemicals, carcinogens, explosives, etc.)?

Does your research relate to activities that involve significant physical hazards (e.g. Noise > 85 dBA, high pressure, altitude, electrical, or sub-radiofrequencies)?

Please contact the Department of Environmental Health and Safety for more information and training opportunities: <http://www.ehs.utk.edu/>

## Radiological Materials

Will your research involve radioactive materials, x-ray machines or high-powered lasers?

If **YES**, you will need to fill out the application form at <http://radiationsafety.utk.edu/> and then contact the Radiation Safety Department for appropriate training at [radiationsafety@utk.edu](mailto:radiationsafety@utk.edu)

## Animal Subjects

Do you plan to use animals as part of your research?

If **YES**, you will need to submit a protocol to the IACUC (procedures listed at <http://iacuc.utk.edu/>) and ensure that laboratory facilities are available for housing the animals.

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## Human Subjects

- Do you plan to use human subjects as part of your research?  
If **YES**, you will need to submit a protocol to the IRB (procedures listed at <http://irb.utk.edu/>).

## Biological Hazards

The following categories of biological hazards are subject to oversight by the Biosafety Program. If you plan on using any of these materials, you must contact the Biosafety Office at (865) 974-1938 or [utbiosafety@utk.edu](mailto:utbiosafety@utk.edu) for instructions on registering the materials with the Institutional Biosafety Committee (IBC) and required training. Please see <http://biosafety.utk.edu> for additional information.

- Recombinant or synthetic nucleic acid molecules, including transgenic plants and animals
- Infectious agents affecting humans, animals, or plants
- [DHHS/USDA Select Agents & Toxins](#)
- Biological toxins with an LD<sub>50</sub> < 100 ng/kg in mammalian systems
- Human or nonhuman primate blood, body fluids or tissues, including established cell lines
- Novel nanoparticles conjugated to biological effector molecules (e.g. those that target nucleic acids, proteins, or otherwise affect cellular physiology)
- Venomous animals or toxic plants

## Minors Policy

- Does your research involve minors or work with minors?  
If **YES**, see "Programs for Minors Sponsored by a University Unit" at <http://www.utk.edu/policycentral/minors/>