RCRA Newsletter

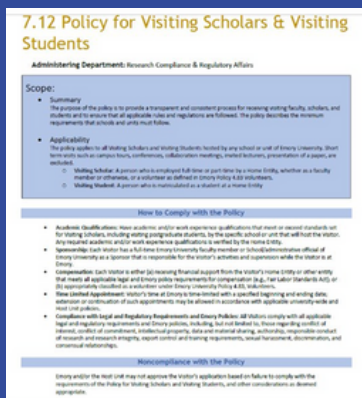## Research Compliance News from your Trusted Partners

ORA Policy Updates

New: Introducing Research Policy Briefs

Research Policy Briefs (ex. image below) provide an overview of scope, applicability, and compliance with the policy. Policy briefs for our most recently approved policies can be found on our News and Resources webpage. Check back frequently to stay up to date on newly published policies.

7.12 Policy for Visiting Scholars & Visiting Students

Administering Department: Research Compliance & Regulatory Affairs

FY24 Research Policy Approvals

To ensure that research policies reflect current procedures, objectives, and functions, policies are reviewed at least every 3 to 5 years or as needed depending on regulatory changes. Each policy follows a standard approval process including review and approval by the Offices of the Provost and President. Here is an overview of all research policies we reviewed and revised in FY24.

Travel Disclosure Requirements @ Emory University

On **July 9, 2024** The Office of Science and Technology issued a memorandum to federal research agencies providing guidance for research security program requirements that recipients of federal funding must implement. As a standardized requirement, federal research agencies will require recipient research institutions to certify that their research security programs include elements relating to (1) cybersecurity; (2) foreign travel security; (3) research security training; and (4) export control training.

The foreign travel security component requires research institutions to:
- implement training for individuals engaged in sponsored international travel for institutional business, teaching, conference attendance, or research purposes,
- certify that researchers complete trainings, and
- maintain an organizational record of international travel for individuals participating in R&D awards when a federal research agency has determined that security risks warrant travel reporting in accordance with the terms of an R&D award.

DISCLOSURE REQUIREMENTS

	INTERNATIONAL TRAVEL	INTERNATIONAL COLLABORATION	SPONSORED RESEARCH	OUTSIDE ACTIVITY
RESEARCHER	✔	✔	✔	✔
RESEARCH FACULTY	✔	✔	✘	✔
STAFF	✔	✔	✘	✔
VISITING SCHOLAR	✘	✔	✔	✘

- SPONSORED RESEARCH INCLUDES EXCHANGE OF MATERIALS OR DATA
- OUTSIDE ACTIVITIES INCLUDE PATENTS, STOCK, GIFTS, CONSULTING, CONTRACTS, BOARD SERVICE, FTRP, MFTRP, ROYALTIES, LICENSE FEES
- INTERNATIONAL TRAVEL IS REVIEWED BY EXPORT CONTROLS, RESEARCH SECURITY, AND GLOBAL STRATEGY & INITIATIVES OFFICES. PRE-TRAVEL BRIEFINGS ARE PROVIDED AS APPROPRIATE.
- LOANER DEVICES ARE AVAILABLE AND HIGHLY RECOMMENDED.

Emory provides training and resources for international travelers to promote awareness and best practices for handling research data when traveling internationally.

Researchers are reminded to review international travel recommendations and to request pre-approval of international travel via eDisclose. Here are activities that need to be disclosed as research and non-research faculty, staff, or visiting scholars.

Any foreign travel with or without remuneration must be reported prior to the activity via the pre-approval request form in eDisclose so that the activity can undergo an Export Controls, Research Security and any other applicable reviews.

For more information or questions please contact:
- researchsecurity@emory.edu
- researchcompliance@emory.edu

COI/COC Office: Disclosure News You Can Use

2023 Annual Disclosure

Kudos to our COI/COC Office team for completing the 2023 Annual Certification Cycle at 99.99%. Stay tuned for updates on the 2024 Annual Certification Cycle.

COI Annual Management Review

Effective August 1, 2024, through October 1, 2024, the Conflict of Interest and Commitment Office (COI/COC) will conduct the **COI Annual Management Review** process. This yearly requirement is designed for individuals to update their financial interest status and ensure ongoing compliance with the COI Management Plan provisions.

During this process, **individuals with active plans** will be emailed information on submitting the **COI Annual Management Plan Review Form**. For more information, visit our webpage and review the section titled "What is a COI Annual Review Process?"

For additional information, contact edisclosure@emory.edu.

RCRA Newsletter

Research Compliance News from your Trusted Partners

September 2024, Issue 108

Use of Controlled Substances and Dangerous Drugs in Research

Here is some news and friendly reminders for using Controlled Substances (CS) and Dangerous Drugs (DD) in your research projects!

Be Inspection Ready!

Federal and state agencies can conduct unannounced inspections at any time, so it is important to always be inspection-ready! Use these forms to self-review your documentation at your lab:

- Form 1: Controlled Substances Self-Inspection (DOCX)
- Dangerous Drugs Self-Inspection (DOCX)

ORIC is hosting a webinar on this topic on September 18 at noon. Register here.

Questions? Contact us at oric@emory.edu. Also, look here for past webinars and how to join us for future offerings.

Emory IACUC September Newsletter

Check out the IACUC September 2024 newsletter **here** for updates on the following topics:

- IACUC Policies
- Post Approval Attestation of Responsibilities
- From the Office of Occupational Health and Safety
- DEA Warning for DAR Vets and Investigators
- Alerts to Researchers
- Alternative Searches in Protocol
- Upcoming Events
- Have you read the most recent version of your approved IACUC protocol?
- Resources for researchers - What is Continuing Education?
- IACUC Site Inspections – New schedule for the second period of 2024 6/1/2024- 11/30/2024
- IACUC Office Contacts

Minors Participating in Research Activities @ Emory

The latest revisions to Policy 7.21, Minors Participating in Research Activities at Emory University

- Defines a Minor as any person who is a minimum of 15 years of age, but who has not attained 18 years of age and who is not enrolled in an Emory University or Oxford College regular catalog course or degree program. For the purposes of this policy, "Minor" should only include rising and current juniors and seniors attending a Georgia high school.
- States that Minors are permitted to enter laboratories or participate in research activities at Emory University only if they are participating in an approved program (hosted by a PI/sponsor who has received pre-approval for the project); and
- Requires PIs/sponsors who will host Minors in their lab complete a Minors Registration Form.

Minors Registration Form

- The Minors Registration Form requires signatures from the PI/sponsor, the minor, the minor's parent/guardian, the minor's school official/guidance counselor, and several Emory offices. After the required signatures are obtained, RCRA reviews the form and provides final approval.
- Minors cannot begin participating in research activities at Emory until all signatures have been obtained and RCRA provides final approval.

Please contact researchcompliance@emory.edu to obtain the Minors Registration Form and for any questions regarding Minors Participating in Research Activities at Emory University.

Policy 7.21 - Minors Participating in Research Activities @ Emory University

Overview

Emory University desires to promote science and research education programs for Minors and to encourage mentor/mentee relationships between Emory researchers and young people interested in developing their scientific interests and research skills.

| WHO IS CONSIDERED A MINOR? | RCRA APPROVAL REQUIRED | MINORS REGISTRATION FORM |

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