

LABORATORY STEERING COMMITTEE

THE PURPOSE OF THE LABORATORY STEERING COMMITTEE (LSC) IS TO OVERSEE THE IARC CORE LABORATORY FACILITIES AND TO ADVISE THE DIRECTOR ON THEIR MOST EFFICIENT USE.

Created in September 2009, the LSC is tasked with the following duties:

I. To oversee the IARC core facilities, i.e. central store, glass washing, shipment of specimens, and laboratory-related safety issues in consultation with the Occupational Health and Safety Committee (OHSC)

II. To advise the Head of LSB with respect to core laboratory services.

III. To work closely with the Head of LSB and IGO to maximize cost recoveries through extra-budgetary means for general core expenditures.

IV. To monitor and propose updates for IARC equipment and central facilities.

V. To identify possible common activities within IARC Groups and facilitate the development of new centralized operations.

VI. To identify possible external collaborative centres with the potential to facilitate IARC activities.

VII. To promote initiatives that could positively influence the workload of IARC staff, safe working conditions and cost efficiencies.

VIII. To advise the Director on opportunities to better match the laboratory organization and function to the IARC Medium-Term Strategy.

The Committee was appointed by the Director for a two year period, with a rotating Chair, and includes the following representatives of IARC scientific Groups:

The LSC significantly contributed to the improvement of IARC laboratory facilities and the purchase of laboratory equipment for the central platform. A noteworthy example is the next generation DNA sequencer purchased in 2011.

Name	Group or function
Dr A. Scalbert	BMA
Ms B. Chapot	LSB
Dr Z. Herceg	EGE
Dr V. Krutovskikh	EGE
Dr F. Le Calvez-Kelm	GCS
Dr J. McKay	GCS
Dr M. Mendy	LSB
Dr H. Ohgaki	MPA
Dr M. Olivier	MOC
Dr S. Rinaldi	BMA
Dr B. Sylla	ICB
Dr M. Tommasino	ICB

BIOBANK STEERING COMMITTEE

THE NUMBER OF BIOLOGICAL SPECIMENS STORED AT IARC EXCEEDS FOUR MILLION AND CONTINUES TO GROW WITH THE ONGOING ACTIVITIES OF IARC'S SCIENTIFIC GROUPS. THE BIOBANKED SAMPLES ARE DERIVED FROM A CONGLOMERATE OF STUDIES CARRIED OUT BY IARC OVER THE COURSE OF THE AGENCY'S HISTORY, INCLUDING THE EUROPEAN PROSPECTIVE INVESTIGATION INTO CANCER AND NUTRITION (EPIC) STUDY. THESE INVESTIGATIONS, WITH A VARIETY OF SCIENTIFIC GOALS, HAVE PRODUCED A WIDE RANGE OF BIOLOGICAL SAMPLE TYPES FROM DIFFERENT COUNTRIES.

The diversity of scientific activities within the Agency creates some distinctive challenges for biobanking activities. Considerable resources are required for the management of heterogeneous samples and a complex infrastructure is needed to house them for long-term archiving or ongoing use. As the IARC biobank expands and the use of material becomes more varied, additional logistic requirements will be needed in terms of infrastructure, governance and how to best maintain efficient access for the biobank users.

The IARC Biobank Steering Committee (BSC) was created in November 2010. It is tasked with assisting the LSB Head and the Director in the ongoing management of the IARC biobank and ensuring that it meets the needs of its users.

BSC has five key overall duties:

I. To provide advice to the Director regarding the strategic development of current and future IARC biobanking activities and how they fit within the IARC Medium-Term Strategy.

II. To oversee the IARC biobanking activities and provide general guidance to the Head of LSB for the planning of future projects.

III. To provide strategic and technical advice to IARC Groups in their development of new biospecimen collections and biobanking initiatives, and to liaise with the Laboratory Steering Committee regarding immediate and future needs.

IV. To anticipate opportunities and plan for IARC's needs in the broad area of biospecimen collection and use, including identifying requirements for infrastructure and human resources.

V. To ensure that IARC's biobanking practices remain in line with international ethical standards.

The committee is appointed by the Director for a two year period and includes representatives of IARC scientific Groups and administrative staff with an interest in IARC's biobanking activities. Members through 2011 include:

The key discussion points of the Committee through 2011 have included: the role of the sample storage management system (SAMI) and the level of detail included within this database; concerns regarding third party access to IARC biobanks and how this relates to the framework of the individual studies; the governance of the biobank; the cost recovery programs of biobanking activities for internal and external partners; risk/disaster management; and how to develop and ensure that protocols, as well as relevant details regarding the IARC biobank, are shared with the wider scientific community.

Name	Function or Group
Dr J. McKay	GCS, Chair
Dr G. Clifford	ICE
Dr P. Hainaut	MOC
Dr O. Kelm	IGO
Dr F. Le Calvez-Kelm	GCS
Dr H. Ohgaki	MPA
Dr S. Rinaldi	BMA
Dr N. Slimani	DEX
Dr G. Scelo	GEP
Ms E. Caboux	LSB, ex officio
Dr M. Mendy	Head, LSB, ex officio
Dr E. Seleiro	DIR, ex officio
Ms. E. Françon	Head, ASO, ex officio
Dr A. Scalbert	BMA

ETHICS COMMITTEE

FOLLOWING CHANGES INITIATED IN 2009 IN THE ETHICS PROCESS AT THE AGENCY, THE RENEWED AND ENLARGED IARC ETHICS COMMITTEE (IEC) HAD ITS FIRST MEETING IN APRIL 2010.

The IEC is composed of seven external members, one WHO member and four IARC staff members as follows:

- Professor Clement Adebamowo (external member, Surgeon and Bioethicist, University College Hospital, Ibadan, Nigeria)
- Ms Evelyn Bayle (IARC staff member, Programme Assistant, Screening Group)
- Professor Jean-Pierre Boissel (external member, IRB Chair, retired Professor of Clinical Pharmacology, Claude Bernard University, Lyon)
- Dr Béatrice Fervers (external member, Coordinator, Cancer and Environment Unit, Centre Léon Bérard, Lyon)
- Dr Marc Guerrier (external member, Project Leader, Patients and Communications Service, Paris Hospitals)
- Mr Yazid Ikdoumi (external member, Civil Servant working in local government, Lyon)
- Dr Martyn Plummer (IARC staff member, Statistician, Infections and Cancer Epidemiology Group)
- Dr Abha Saxena (WHO staff member, Secretary, WHO Research Ethics Review Committee, Geneva, Switzerland)
- Dr Eduardo Seleiro (IARC staff member, Scientific Officer, Office of the Director)

- Dr Pierre-Jean Souquet (external member, Head, Pneumology and Thoracic Oncology Unit, Lyon-Sud Hospital)
- Dr Bakary Sylla (IARC staff member, Scientist, Infections and Cancer Biology Group)
- Professor Paolo Vineis (external member, IRB Vice-Chair, Chair in Environmental Epidemiology, Imperial College, London, United Kingdom)

In 2010–2011, IEC met seven times (up to June 2011). To optimize participation, videoconferencing facilities are now available for those members who are unable to attend in person.

The first two meetings were dedicated to reviewing and approving the Standard Operating Procedures, Rules and Procedures and the IARC questionnaire which IARC scientists must submit as part of their application. During these seven meetings, 45 applications were evaluated. Thirty-eight were cleared after ethical review, three were requested to be resubmitted or to provide additional information before clearance and four were given conditional clearance pending submission of further information.

During the September 2010 meeting, a decision was made to change the name of the Committee from Institutional Review Board (IRB) to IARC Ethics Committee (IEC) to better reflect the work carried out. Since the beginning of 2011, Dr Eduardo Seleiro, Scientific Officer in the Office of the Director, has become the twelfth member of the IEC to balance internal/external representation.

After revision by Dr Plummer, a more user-friendly version of the IARC questionnaire was made available to IARC staff in June 2011. Furthermore, to facilitate the workings of the IEC, all documents for bi-monthly meetings are now posted on the Ethics Committee website (<http://ethics.iarc.fr/>) for perusal by members.

The IARC Ethics Advisory Group (EAV) is a small contingent of international experts that has been joined together to provide guidance on issues where the expertise of a specialist might not be available within the IEC. EAV is comprised of three members whose advice will be sought when considered necessary: Professor Sheila McLean, Professor Michael Parker and Dr Rodolfo Saracci have agreed to serve on the EAV.

THE OCCUPATIONAL HEALTH AND SAFETY COMMITTEE

THE MEMBERS OF THE IARC OCCUPATIONAL HEALTH AND SAFETY COMMITTEE (OHSC) ARE COMPRISED OF REPRESENTATIVES OF EACH LABORATORY FLOOR, THE EPIDEMIOLOGY GROUPS, THE BIOLOGICAL RESOURCES CENTRE BUILDING (BRC), THE LATARJET BUILDING AND THE IARC STAFF ASSOCIATION. THE ADMINISTRATIVE SERVICES OFFICER, THE STAFF PHYSICIAN AND THE LABORATORY SAFETY OFFICER ARE EX OFFICIO MEMBERS. THE CHAIR OF THE OHSC IS NOMINATED BY THE DIRECTOR.

The Committee met seven times during 2010–2011. The minutes of these meetings are posted on the OHSC website on the intranet.

Among the educational activities related to health and safety at IARC are: a general safety introduction for newcomers, a fire-extinguisher briefing, a course for the emergency first-aid team, training programmes for newcomers in the laboratories and for workers in the Level-2 and Level-3 facilities, and a course on the hazards of handling liquid nitrogen.

The Laboratory Safety Officer, who is a member of the OHSC, is responsible for radioprotection at IARC. The number of people registered to handle radioisotopes remains low (10-15) and experiments involving radioisotopes are becoming less frequent. Following the detection of slightly elevated levels of radiation from the building materials of the inner walls on the 5th and 6th floors of the IARC tower, precautionary measures were taken to protect technical staff involved in working on these walls (drilling, demolition) to avoid exposure to dust. Accreditation

was obtained for the use of a radioactive isotope of nickel in a recently acquired gas chromatograph.

General safety measures proposed by OHSC include: the replacement of ethidium bromide – a widely used DNA stain – by a less hazardous dye; the purchase of a transilluminator that uses blue light instead of UV; the transfer of small liquid nitrogen tanks from the tower to the BRC building, where the filling of the tanks is less physically demanding; implementation of procedures to control access to the cryogenic room after regular working hours and during weekends; and introduction of a soft hand soap and replacement of latex gloves to prevent skin irritations.

The questionnaire on the use of dangerous products continues to be administered to all laboratory personnel twice a year. The information is used to monitor the pattern of exposure, identify potential hazards, and aid in the development of specific training programmes to meet health and safety needs of the Agency.

The minor incidents reported during the period 2010–2011 did not cause any serious injury.