



OSPIP Contracts Officer Guidance

Human and Animal Subjects Process For Sponsor Request for Certification

Office of Sponsored Projects & Industry Partnerships
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The following is the process to be used for the HARC/OSPIP process for IRB/IACUC approvals:

1. The process for PI request for certification can be found [here](#).
2. OSPIP will send HARC, via HARC@lbl.gov, at the same time we send the PI, any Sponsor request for IACUC or IRB certifications.
3. HARC will send their certifications to OSPIP via the spoharc@lbl.gov email list.
4. OSPIP will notify the PI when the Certifications are sent to the sponsor.
5. OSPIP will note any agency restrictions on the SPAA.
6. OSPIP will notify the agency to lift restrictions.
7. OSPIP will release the restrictions, if any, with another SPAA after the funding agency lifts the restrictions on the award.