

# HOWARD UNIVERSITY

Office of Regulatory Research Compliance

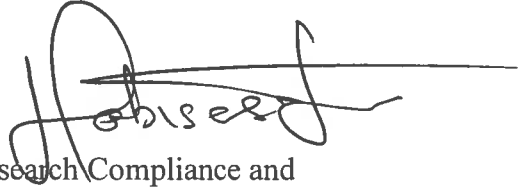
February 26, 2018

## MEMORANDUM

**TO:** The University Research Community

**FROM:** Thomas O. Obisesan, MD, MPH, FAAFP  
Associate Vice President for Regulatory Research Compliance and  
Designated Institutional Official

**SUBJECT:** The Office of Regulatory Research Compliance (ORRC) will close during the Spring Break



The Office of Regulatory Research Compliance (ORRC) will be closed beginning Friday, March 09, 2018 at 5:00pm. The office will reopen on Monday, March 19, 2018. In preparation for the break, please note the following information:

The break does not alter the Institutional Animal Care and Use Committee (IACUC); Institutional Biosafety Committee (IBC); or Institutional Review Board (IRB) meeting schedules or deadlines for submission. During the spring break, Investigators may submit completed and signed applications for review via email to:

- **Medical IRB** - [IRB-medical.orrc@howard.edu](mailto:IRB-medical.orrc@howard.edu)
- **Non-Medical IRB** - [IRB-nonmedical.orrc@howard.edu](mailto:IRB-nonmedical.orrc@howard.edu)
- **IACUC** - [IACUC.orrc@howard.edu](mailto:IACUC.orrc@howard.edu)
- **IBC** - [IBC.orrc@howard.edu](mailto:IBC.orrc@howard.edu)
- **Excluded Research** - [Exclusions.orrc@howard.edu](mailto:Exclusions.orrc@howard.edu)
- **General Communication** - [theorrc@howard.edu](mailto:theorrc@howard.edu)
- **MTA** - [MTA.orrc@howard.edu](mailto:MTA.orrc@howard.edu)

Review of applications will not occur during this period, but they will be processed for review after the ORRC reopens on March 19, 2018.

**Please note:** email is the preferred method of communication during the break.

