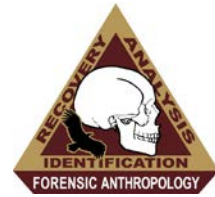


TEXAS STATE UNIVERSITY Forensic Anthropology Center



FACTS POLICY ON BIOLOGICAL TISSUE SAMPING AND DESTRUCTIVE ANALYSES

In some cases research protocol requires sampling of biological tissues and/or the use of destructive or invasive procedures. Sampling of biological tissues includes removal of bone, hair, skin, nails, muscles, organs, or body fluids from the body. Destructive analysis is defined as the permanent loss or damage of biological tissues that is not part of the normal and natural decomposition process. Destructive analyses of donated bodies, especially involving bone or teeth, are generally not allowed. Approval for sampling of biological tissues and destructive analyses will only be permitted if FACTS Board considers the potential scientific knowledge gained clearly outweighs the loss of the materials. Therefore, requests for sampling of biological tissues, especially if it involves the skeleton, is generally only considered for funded research that will significantly contribute to the advancement of anthropological, medicolegal, or medical knowledge.

The primary concern of FACTS is maintaining the integrity of the skeletal collection for future research and honoring agreements with our donors. Appropriate steps must be taken in all requests to minimize the loss or damage of biological materials.

The information provided on the "Request for Biological Tissue Sampling Form" aim to:

1. Address the substantial scientific benefits that will result from the research.
2. Justify the choice of biological material to be sampled as it relates to the study.
3. Demonstrate that the research protocol involves the least destruction of the tissue possible using the most minimally invasive methods to accomplish the goals of the study, and that the research is not an unnecessary duplication of previous research.
4. Provide explicit details of the sampling strategy and the analytical framework of the study.
5. Determine if any of the sampled materials can be returned following analysis.
6. Ensure that the researcher has the technical skills, funding, and equipment to accomplish the study.
7. Address the type of data that will be provided to FACTS and establish when and how the data will be provided.

The FACTS Board must approve sampling of biological tissues or destructive techniques prior to submission of grant applications. If approved, the Director of FACTS will provide a letter of approval to the funding agency in support of the application.

Documentation of available funds to complete the research must be provided before sampling will be permitted. Funds must be available to defray all costs to FACTS. This can be accomplished by having a FACTS faculty member as a co-principal investigator on the grant, subcontracting with FACTS, or obtaining a written contract with Texas State University.

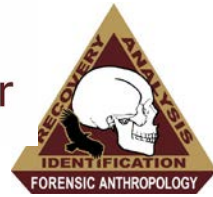
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The researcher must provide funding to mitigate the invasive destruction by casting, photographing, x-raying, measuring, and other appropriate documentation procedures prior to sampling. All costs associated with this mitigation will be the responsibility of the researcher. Documentation of the material to be destroyed and submission of fees are required before destructive sampling will be permitted.

Photographs of biological tissue sampled may be taken for documentation and personal use. However, written permission must be provided by FACTS Director before photographs can be used in publications, presentations, electronic transmission, or used for commercial gain.

Procedure for Requesting Destructive Analyses

Researchers requesting destruction of biological samples at FARF, ORPL, or GEFARL, must sign this form and complete a "Request for Biological Tissues Sampling Form" in addition to the appropriate "FARF Research Request Form" or "Donated Skeletal Collections Research Request Form."

Researchers must show evidence that funds and equipment are available to conduct the proposed research involving destructive analyses and to defray costs associated with assistance from FACTS faculty and students. Fee payment is required before tissues will be released to the researcher.

Review Process for Destructive Analyses

The review process has three primary goals: 1) ensure that the proposed research has a solid scientific foundation and that the scientific knowledge gained outweighs the loss of material, 2) confirm that FACTS collections and facilities are adequate to address the proposed research, and 3) safeguard that any requests minimize the potential for destruction, loss, or alteration of the preserved osseous and soft tissue.

Approval to conduct sampling of biological tissues or destructive analyses requires a majority vote of FACTS Board members.

The FACTS Board usually meets once each month. Submissions received by the third week of each month will be reviewed within the first two weeks of the subsequent month. Requests submitted after the third week of the month will be considered submitted the following month. The Director will contact the researcher with a decision or request for additional materials for review by the 20th day of that month.

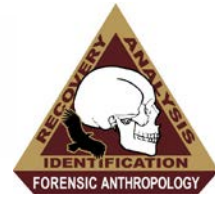
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The FACTS Board review will be conducted in the following manner:

1. The FACTS Director and Coordinator will do an initial review of all requests for destructive research.
2. The Director may then ask for additional information or seek consultation with experts in the field or other FACTS faculty.
3. The Director will provide FACTS Board with all material related to the request as well as information from other experts at least one week prior to the Board meeting.
4. The Director will present the research request during the monthly Board meeting, and Board Members will discuss the merits of the research. In some cases the Board Members may request additional information from the researcher or further guidance from experts before voting. Upon completion of the discussion, the Board members will vote “yes” for approval or “no” for non-approval. A majority vote of the Board members is required for approval of research that involves destructive analyses.
5. If approved, a Memorandum of Understanding (MOU) or contract will be drafted by the Director and researcher. The MOU/contract must be signed by the Researcher, FACTS Director, and other responsible parties before biological tissue will be released.
6. If the request is granted, the Director will provide the researcher with a letter of support for grant proposals, if necessary. The Director should be contacted a minimum of two weeks before the grant proposal deadline if a letter of support is requested.
7. If the request is approved, the Director or Coordinator of FACTS will work with the researcher to facilitate sampling of the biological tissue requested.
8. If approved, the Director will assure that payment to FACTS and other stipulations in the MOU are received/completed before releasing the biological tissues.

I have read the above document and agree to its terms.

Signature: _____ Date: _____

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