



PZQ2
QUARTIER LA
MEYNARD
CS 632
97200 FORT DE FRANCE

Availability request

INS-O6-CRB-001

Version: 3

Applicable on: 05-07-2024



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- B. Reference documents (standards)
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A-Purpose and field of application

This document describes the organisation defined for making a collection or biological samples available to CeRBIM. Making biological resources available is subject to different formalities depending on the case:

- ✚ Retrocession: CeRBIM returns to the investigator or his representative the biological resources that he had entrusted to CeRBIM for the preparation and conservation of the biological resources, during the reservation period. The operational team fills in the request form, specifying the number, type and number of samples required and the associated data. The CeRBIM will clear the stock. Please note that all removals are final.
- ✚ Transfer: CeRBIM transfers the biological resource to an external third party. This transfer is only possible, during the reservation period, if the investigator agrees and the CeRBIM Coordinator or a delegated person approves it. On the other hand, the transfer requires authorisation from the Ministry.
- ✚ Export: this is a transfer to a user located outside France.
An application for authorisation to export human body products for scientific purposes is compulsory for each foreign recipient.

Applications for authorisation are made to the relevant authorities by the Regulatory Affairs Officer (DRCI).

B-Reference documents

Standard NF EN ISO 20387: General requirements for biobanking
ISO 9001 standard: Quality management system - Requirements

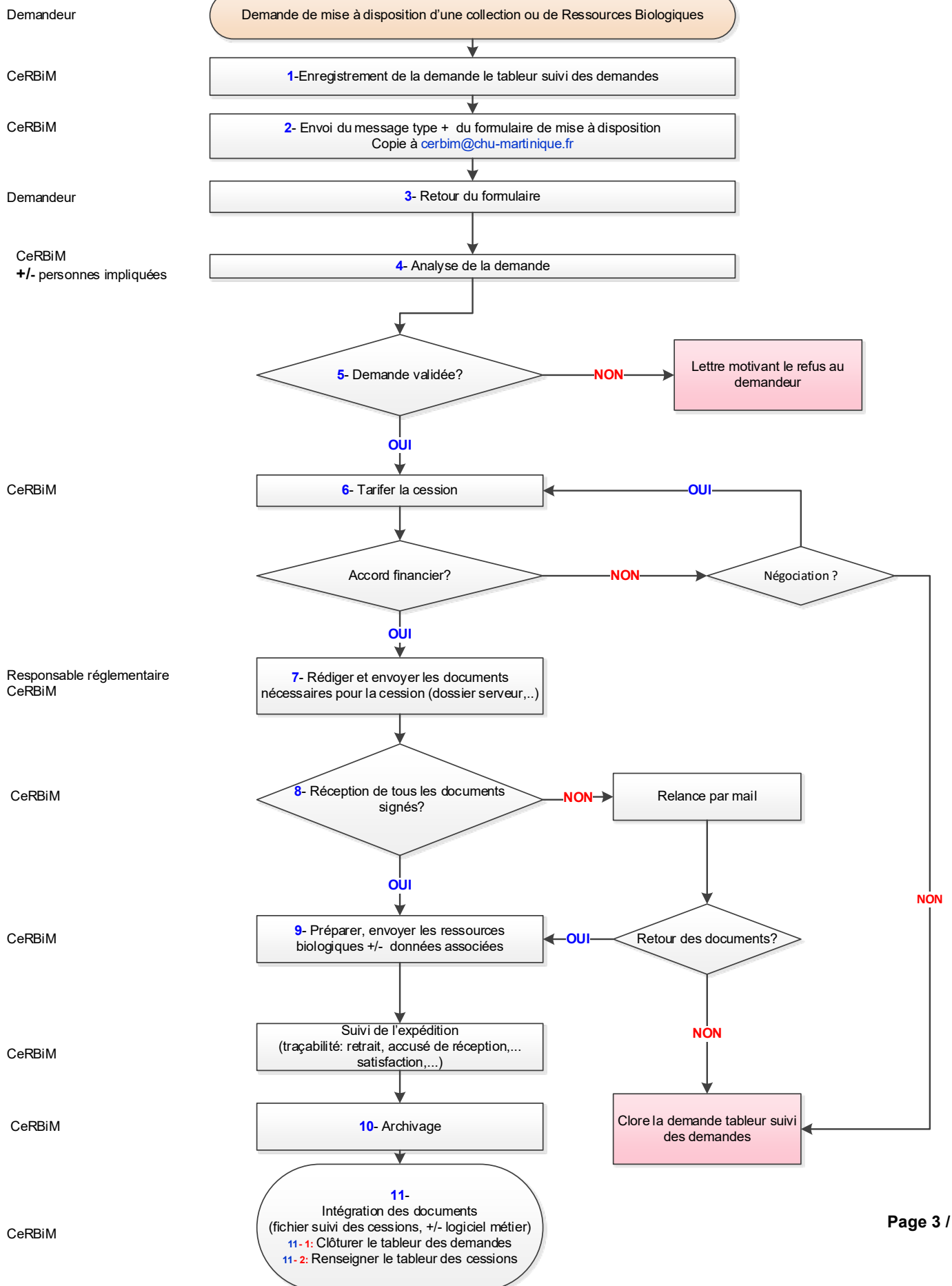
C-Responsibilities

The CeRBIM coordinator is responsible for applying this procedure.
The quality manager updates the document in collaboration with the operational team.

D-Description of the procedure

Biological resources are stored in a conservation area restricted to authorised persons, before being handed over to the transporter or applicant.

D-1 Flow chart





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D-2 Standard response message to the applicant and cerbim@chu-martinique.fr :

*We acknowledge receipt of your request under number xx-AAAA
Enclosed you will find the availability form to be completed and returned to us in order to check that all the
requirements are applicable.
(The form for making this service available is attached)*

E-Related documents

- see related documents