

Instructions:

1. Submit completed approval form along with plant materials proposal to the Department Head for review. Department Head will forward approved proposals to Plant Materials Release Committee.
2. Plant Materials Release Committee will review and packets will be sent forward with the committee's recommendation approval or disapproval to OAES Director.
3. Upon the decision by OAES Director the packet will be returned to the PMRC Committee, who will distribute documents to appropriate agencies, department head, and PMRC secretary. Approved packets will be retained in OAES, disapproved packets will be returned to the Department Head who will deliver it to the scientist.