

Biosafety General Laboratory Review

Building/Room: _____ Date: _____

PI: _____ Telephone _____

Inspector Name: _____ Telephone: _____

Standard Checked	Yes	No	N/A	Comments
Standard Practices				
1. Access limited when experiments in progress				
2. Persons wash hands after work w/cultures, after removing gloves, and before leaving lab				
3. Eating, drinking, storing food, etc. prohibited in laboratory				
4. Mouth pipetting prohibited;				
5. Sharps policies in place				
6. Splashes and aerosols are minimized				
7. Work surfaces disinfected 1x per day and after spills (disinfectant is effective)				
8. Regulated waste disposed properly				
9. Insect and rodent control program in place				
Special Practices				
1. Lab doors are kept closed when experiments in progress				
2. Access restricted to required personnel.				
3. Policies so that access restricted to only persons advised of hazards and meeting entry requirement				
4. Laboratory sign includes biohazard symbol, agents, BSL, PPE, exit requirements, PI name and phone				
5. Personnel receive appropriate immunizations and tests for agents handled				
6. Baseline serum collected, as appropriate				
7. Biosafety manual adopted. Persons informed of special hazards.				
8. Director ensures personnel receive appropriate training and annual updates				
9. Director ensures personnel demonstrate proficiency in standard and specific microbiological procedures				
10. Sharps precautions: needles, slides, pipettes, capillary tubes, scalpels handled properly				
a. Sharps restricted to use when no alternative exists				
b. Needles are integral to syringe and not recapped, bent etc.				
c. Safe needle devices used where appropriate				
d. Broken glassware handled by mechanical means				
11. Open manipulation in BSC. No work on open vessels on				

open bench (depending on agent)				
12. Equipment and work surfaces disinfected regularly after work with agents and after spills				
a. Spills decontaminated and cleaned by appropriate professional or trained staff. Spill procedures posted				
b. Contaminated equipment decontaminated prior to removal from facility				
13. Specimen containers leak proof and covered during transport				
14. Contaminated waste decontaminated before disposal				
15. Spills and accidents reported to PI. Medical follow-up as appropriate				
16. Animals and plants not involved in work not permitted in laboratory				
C. Safety Equipment (Primary Barriers)				
1. Protective clothing is worn and not removed from lab. Reusable clothing decontaminated before laundering				
2. Gloves worn when working with agents, animals or potentially contaminated equipment				
3. Gloves changed frequently accompanied by hand washing. Gloves not reused				
4. All potentially aerosol producing manipulations of infected material conducted in Class II or III BSC				
5. If procedure can't be conducted in BSC, appropriate combination of PPE used				
6. Respiratory and face protection used in rooms with infected animals where indicated				
D. Laboratory Facilities (Secondary Barriers)				
1. Lab separated from building traffic. Self-closing doors for entry. Doors lockable. Clothes change room may be included				
2. Each lab room contains sink for hand washing				
3. Surfaces cleanable (walls floors ceiling) Seams and penetrations sealed. Floors monolithic and coved				
4. Bench tops impervious to water and resistant to chemicals				
5. Lab furniture is appropriate for loading and use. Spaces accessible for cleaning. No fabric-covered chairs.				
6. Wastes decontaminated in lab or If contaminated wastes leave lab they are sealed				
7. BSC's located away from doors, heavily traveled areas etc. , to maintain air flow				
8. Ducted exhaust system provides airflow in the direction of 'clean to dirty' if possible (note laboratory air is not directed into office areas)				
9. Class II BSC certified annually.				
10. Aerosol producing equipment contained in devices that				

exhaust through HEPA filters				
11. Vacuum lines protected by disinfectant traps and HEPA filters or equivalent				
12. Eyewash readily available				
13. Illumination is adequate, avoiding glares and reflections impeding vision				
14. Additional environmental protection considered as determined by risk assessment.				
15. Autoclave procedures verified				