

LABORATORY BIOSAFETY CHECKLIST

Principal Investigator _____

Bldg/Room _____ Phone _____

Present use: cell culture rDNA infectious agents animals

Biosafety Level _____ Date _____ Safety Rep. _____

LABORATORY FACILITIES

- *1. Are benches wiped daily? yes no
after spill?..... yes no
- *2. Is disinfectant available? yes no
 70% ethanol yes no
 5 - 10% bleach yes no
 1% wescodyne yes no
 other yes no
- *3. Is work surface cover used? yes no
- *4. Are there windows in lab? yes no
Do windows open?..... yes no
Are screens present?..... yes no
- *5. Is a sink available?..... yes no
soap and paper towels?..... yes no
- *6. Are insects, rodents reported? yes no
Is pest control in effect?..... yes no
- 7. Is access restricted?..... yes no
Is a door sign posted..... yes no
Is door closed?..... yes no
Is janitor allowed access?..... yes no
- 8. Is required equipment located within room? yes no
 centrifuge yes no
 shaker yes no
 sonicator yes no
 other _____ yes no
- 9. Are appropriate labels on equipment where potentially
infectious material is stored? yes no
- 10. Type of vacuum system:
 central yes no
 pump yes no
 aspirator yes no
- 11. Are vacuum line filters used? yes no
- 12. Is the facility under negative pressure? yes no

WORK PRACTICES

- *1. Are pipettors available? yes no
- *2. Are needles or Pasteur pipets used? yes no
Disposed of appropriately? yes no
- *3. Can personnel handle spills of viable organisms?yes no
Are paper towels and concentrated disinfectant
available?..... yes no
- *4. Are lab coats available? yes no
Worn? yes no
- *5. Are gloves available? yes no
Worn? yes no
- 6. Is potentially infectious material centrifuged? yes no
Are safety cups or rotors with O-rings available?yes no
- 7. Are biosafety cabinets used when infectious aerosols
may be created?..... yes no

PERSONAL PRACTICES

- *1. Do personnel wash hands after work? yes no
- *2. Eating, drinking, smoking, food storage not
permitted in lab?..... yes no
- 3. Is serum storage option available to personnel? yes no

DECONTAMINATION OF BIOLOGICAL WASTE

- *1. Are containers for biowaste clearly labeled? .. yes no
- 2. Are disposable plastics decontaminated by steam?yes no
How long? _____
- 3. Is recyclable glassware decontaminated by steam?yes no
How long? _____
- 4. Are liquids decontaminated by steam? yes no
How long? _____
- 5. Are autoclaving procedures verified? yes no

LAB PERSONNEL PRESENT/NOTES

* For BL1 lab