

KSU BIOSAFETY CHECKLIST (Reference: CDC BMBL March 2000)

Room: _____ Building: _____ Date: _____

PI: _____ Phone: _____ Department: _____

Laboratory Supervisor: _____ Audit Completed By: _____

Agent Information		Yes	No	N/A	Comments
Name/type of agent					
Is agent replication deficient					
Agent received from					
Quantity of agent stored in lab					
Potential harmful effects to:	Humans				
	Animals				
	Plants				
Storage of viable materials					Location
Copy of CDC rDNA guidelines in lab					

Administrative Controls and Documentation	Yes	No	N/A	Comments
Biosafety level appropriate				
Previous audit's deficiencies corrected				
Researcher has experience working with agent				
Number of employees conducting work				

Biosafety Level 2	Yes	No	N/A	Comments
A. Standard Microbiological Practices				
1. Access limited at when experiments in progress (discretionary)				
2. Persons wash hands after work w/ cultures & removing gloves, before leaving lab.				
3. Eating, drinking, storing food, etc. prohibited				
4.. Mouth pipetting prohibited; pipettors used				
5. Sharps policies in place				
6. Splashes & aerosols are minimized				
7. Work surfaces disinfected 1x per day and after spills, disinfectants effective				
8. Regulated waste disposed properly.				
9. Insect & rodent control program in place.				
B. Special Practices:				
1. Lab access restricted when working with infectious agents.				
2. Policies so that persons advised of hazards & have required immunizations.				
3. Biohazard sign must be present: agent, BSL, PPE, exit require., name, phone.				
4. Lab personnel receive appropriate immunizations & tests for agents handled.				
5. Baseline serum collected, as appropriate.				
6. Biosafety manual adopted. Persons informed of special hazards.				
7. Director ensures personnel receive appropriate training & annual updates.				
8. Sharps precautions: needles, slides, pipettes, cap. tubes, scalpels:				
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.				
9. Specimen containers leak proof and covered during transport.				
10. Equipment & work surfaces disinfected regularly, after work w/ agents, after spills.				
11. Spills & accidents reported to lab director. Medical follow-up as appropriate.				
12. Animals not involved in work not permitted in lab.				

C. Safety Equipment (Primary Barriers)				
1. Biosafety cabinet (Class II) and other containment devices or PPE used when:				
a. Potential for aerosols or splashes exist.				
b. High concentrations or large volumes of agents are used.				
2. Face protection used for work outside BSC that may generate splashes.				
3. Lab coats worn and removed prior to leaving lab. Laundered by the institution.				
4. Gloves worn when working with agents. Alternatives to powdered latex available.				
D. Laboratory Facilities (Secondary Barriers)				
1. Provide lockable doors for restricted agents. (42 CFR 72.6)				
2. Locate new labs away from public areas.				
3. Labs have hand wash sink				
4. Easily cleaned. No carpets or rugs				
5. Bench tops impervious to water and resistant to chemicals				
6. Lab furniture is appropriate for loading and use. Spaces accessible for cleaning				
7. BSC's located away from doors, heavily traveled areas, etc, to maintain air flow.				
8. Eyewash readily available.				
9. Illumination is adequate, avoiding glares and reflections that could impede vision.				
10. Negative airflow recommended. Windows have fly screens.				

Are autoclaving procedures verified? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, explain how?				
Training of Personnel	Yes	No	N/A	Comments
Documented lab safety training?				
Documented bloodborne pathogens training?				

ADDITIONAL COMMENTS: