

INTRODUCTION	
Date of Inspection:	26 th February 2004
Area Inspected:	WTB Floor M Tissue Culture (TC) Facilities
Facility Users:	JZ, TT, JJB, JRS, NDP and AIL groups
Lab Manager:	John Bowman
Name of Inspector(s):	SLS Health & Safety Working Group members: Lisa Grayson, Irene Blair, Gail Alexander, Monica Lacey.
Objective of Inspection:	To establish the current status of all TC facilities, in terms of compliance with the local rules - Procedures Governing Work Activities Involving Micro-Organisms Requiring Level 1 or Level 2 Containment – as issued prior to the GM Inspection of July 2002.
NOTE	
<p>1. The person(s) indicated in the “OBSERVATIONS...” column must implement the recommended remedial action by the date specified in the “ACTION” column.</p> <p>2. The H&S Working Group will produce generic risk assessments, official standard operating procedures, etc to aid in the implementation of corrective action. A standard training program will also be devised.</p>	
OBSERVATIONS & REMEDIAL ACTION	ACTION
<p>1. BSO</p> <p>☺ Joost Zomerdijk. Staff generally aware of this.</p>	
<p>2. Hazard Group 2 / Containment Level 2</p> <p>☺ NDP lab carries out Class 2 adenovirus work. Currently, all other activities are CL1. John to inform H&SWG immediately if status changes.</p>	As & when
<p>3. Signage</p> <p>☺ Biohazard and “No entry to cleaners” signs posted as required.</p>	
<p>4. Restricted Access</p> <p>☺ Yes, by digital lock, to all suites except ML4-109. Only CL1 work undertaken in ML4-109 at present, therefore this is acceptable. John to inform H&SWG immediately if status changes.</p>	As & when
<p>5. Negative Pressure</p> <p>☺ Anteroom negative to corridor and suites negative to anteroom, except in ML4-109 where suite is positive to anteroom and anteroom neutral to corridor. Only CL1 work undertaken in ML4-109 at present. John to inform H&SWG immediately if status changes.</p>	As & when
<p>6. Emergencies</p> <p>☺ Fire and First Aid provisions adequate.</p> <p>☺ John to ensure eye wash rinsed weekly.</p> <p>☺ John to check that all phones bear the emergency number sticker.</p> <p>☺ John to confirm if gas or other burners are in use.</p> <p>☺ No flammable warnings on 70% EtOH bottles. H&SWG to supply.</p> <p>☺ No dedicated spill kit but Virkon and blue roll available. Spill procedure posted in</p>	<p>As of now</p> <p>31/8/04</p> <p>31/8/04</p> <p>31/8/04</p>

suite. H&SWG to review spill procedure and consider need for dedicated spill kit.	30/9/04
7. General cleanliness/tidiness & hygiene <ul style="list-style-type: none"> ☺ Sink in anteroom needs to be cleaned. John to arrange this. ☺ Some work surfaces/shelves are rather dusty/grimy. John to arrange cleaning. ☺ Above floor cleaners are under constant supervision. Cleaner's activities must be risk assessed. H&SWG to produce generic assessment. . Once risk assessment is in place, constant supervision will no longer be required. ☺ Hand-washing sink in acceptable condition but taps do not lend themselves to elbow operation. H&SWG to consult E&B. 	31/8/04 31/8/04 30/9/04 30/9/04
8. Work space/surfaces <ul style="list-style-type: none"> ☺ Adequate space in all suites except ML4-43 – very small room. Users should keep room tidy and clutter free. ☺ Work surfaces in suites not damaged but quite a lot of staining around the waste sink in the anteroom (see section 7). 	As of now
9. Slip/trip/height hazards <ul style="list-style-type: none"> ☺ Some items are stored at height. ☺ Metal pipette canisters in ML4-44 are rather precariously stacked on a shelf. John to investigate alternative storage location. ☺ John to ensure that least used items are stored at height and that they are safely stowed. ☺ John to ensure kick-step or step ladder is to hand for those who cannot reach higher shelves. ☺ No trailing cables. 	31/8/04 As of now As of now
10. Storage of chemicals/consumables <ul style="list-style-type: none"> ☺ Acceptable. See above for consumables stored at height. 	
11. Local rules <ul style="list-style-type: none"> ☺ On display in anteroom. 	
12. PPE <ul style="list-style-type: none"> ☺ Blue labcoats available, and in pristine condition, but not worn by all* staff at time of inspection. (*Labcoats were being worn by staff in ML4-44.) ☺ Disposable gloves available in all areas. ☺ Gloves being worn by some staff but not removed before exiting the suite. Also witnessed personnel entering the suite with gloves on. ☺ These issues are universal and need to be addressed at H&S Management Committee level. H&SWG to raise at next meeting. 	30/9/04
13. Disinfection <ul style="list-style-type: none"> ☺ 70% EtOH and Virkon both readily available. ☺ Preference for autoclaving appears to be generally understood. ☺ Did not discuss disinfection validation. Need to raise awareness amongst all TC workers. H&SWG to consider. 	30/9/04
14. Waste Disposal <ul style="list-style-type: none"> ☺ Sharps – Three “porcupines” in ML4-45; two at one hood! John to remind staff not to overfill sharpsafes. Glass pasteurs still in use. H&SWG to issue reminder on benefits and availability of plastic pasteurs. ☺ Solid waste – Bins in good condition, not overfilled and no evidence of liquid waste. Bins in ML4-109 did not contain any absorbent granules. IB to investigate. ☺ Aspirators – in good condition and filters in place. ☺ Other liquid waste – N/A: all waste aspirated. ☺ Pipettes – Plastic pipettes disposed of correctly. Bins in ML4-109 did not contain any 	ASAP 30/9/04 30/6/04

<p>absorbent granules. IB to investigate. Large glass pipettes in use in some suites. Fully submerged in Virkon solution, but no inner baskets. John to investigate availability of inner baskets.</p> <p>☹ Blood/tissue waste - Not discussed. Local rules to be revised by H&SWG.</p> <p>☹ Chemically toxic waste – 6 bottles of formaldehyde waste in room ML4-45. No toxic symbols on bottles. John to label appropriately and arrange for disposal. Waste disposal route to be reviewed by H&SWG.</p> <p>☺ Normal refuse – No evidence of hazardous waste in normal refuse.</p> <p>☺ Lidded biohazard bins for CL2 work – Available.</p>		<p>30/6/04 31/8/04</p> <p>In progress</p> <p>ASAP In progress</p>
<p>15. Radioactive work/waste</p> <p>☹ No evidence of radioactive work. John to inform H&SWG immediately if status changes.</p>		<p>As & when</p>
<p>16. Equipment</p> <p>☹ All MSCs bear 2002 test reports. John to ensure these are replaced with 2004 reports and kept up to date from now on.</p> <p>☹ Only NDP adenovirus hood is fumigated prior to servicing/repair. John to inform H&SWG immediately if status changes.</p> <p>☺ Users perform visual checks and report defects to lab manager.</p> <p>☹ Centrifuge canisters in ML4-45 could do with a good clean. John to remind users to clean up spills/leaks immediately and to monitor situation.</p> <p>☺ Other equipment generally in good condition.</p> <p>☹ PAT stickers on some electrical equipment but not all. H&SWG to inform Safety Services.</p> <p>☹ Wash-Up staff clean incubators. Lab managers clean MSCs at servicing time. No SOPs at present. H&SWG to draft.</p>		<p>30/6/04</p> <p>As & when</p> <p>31/8/04</p> <p>30/9/04</p> <p>30/9/04</p>
<p>17. Training</p> <p>☹ Training given by senior member of lab staff but no written records kept. Training record deficit is universal. H&SWG to address.</p>		<p>30/9/04</p>
<p>18. Risk Assessment</p> <p>☹ There are no risk assessments for TC activities. Risk assessment deficit is universal. H&SWG to address.</p>		<p>30/9/04</p>
<p>19. Arrangements for visitors E&B and contractors</p> <p>☺ H&SWG formally announced introduction of PTW scheme for TC suites on 2/6/04.</p> <p>☹ Safety clearance certificate is available but appears only to be used for MSCs. John to ensure Safety Clearance certificate is used for all equipment.</p> <p>☺ Labcoats are available for visitors and E&B.</p> <p>☺ Visitors are escorted.</p>		<p>As of now</p>
<p>20. Other Comments</p> <p>☹ Liquid nitrogen signage should be removed from ML4-45. John to arrange.</p> <p>☺ Chairs in good condition.</p> <p>☹ Staff in ML4-44 usually wear labcoats unless suite is too hot. Temperature problem is ongoing and has been brought to the attention of E&B.</p>		<p>31/8/04</p>
SIGNATURES & DATE OF NEXT INSPECTION		
Signature of Inspector(s):		
Date of Next Inspection:		

