

Biological Safety Inspection Checklist

DRAFT

Area inspected: DSTT TC, Room 1.11D, MSI
Date of Inspection: 13/5/2009
Inspection Team: Lisa Grayson, Ian Scragg

1. Facility

- a. Is the door to the facility appropriately labelled (i.e. biohazard & no access to cleaners)? **Yes**
- b. Is access to the facility restricted in any way? **Yes**
- c. What is the Hazard Group/Class of the work being done? **1**
- d. If mixed, are MSCs and incubators used for HG/CL 2 work identified as such? **N/A**

1. Questions for personnel:

- a. Have you read any risk assessments relating to your work? **No**
- b. Are you aware of the Safe Operating Procedures that apply to your work? **Yes**
- c. Who trained you when you first started work with cell cultures/biological material? **Experienced personnel**

2. PPE

- a. Are lab coats available? **Yes**
- b. If yes, are they worn? **Yes**
- c. Which type of disposable gloves are available? **Latex & Nitrile**
- d. Are safety glasses readily available? **Yes**

3. Housekeeping & Hygiene

- a. Is the facility clean and tidy? **Yes**
- b. Is the wash-hand basin clean? **Yes**
- c. Are soap and paper towels available? **Yes**

d. Is an eye-wash readily accessible? **Yes**

e. Are reagents safely stored (check inside fridges)? **Yes**

4. Equipment

a. Are centrifuges clean and well maintained? **Yes**

b. If required, are aerosol containment canisters available? **N/A**

c. Are incubators clean and well maintained? **Could do with a clean**

d. Are culture vessels clearly labelled? **Yes**

e. Are microbiological safety cabinets clean and well maintained? **Yes**

f. Are they being used appropriately? **Yes**

5. Disinfection

a. Is 70% ethanol in use? **Yes**

b. Are the bottles properly labelled (i.e. 70% EtOH; Flammable)? **Yes**

c. Is 1% Virkon solution in use? **Yes**

d. Are the bottles properly labelled (i.e. 1% Virkon made up on dd/mm/yy)? **Yes**

e. Is the Virkon solution still pink? **No**

6. Waste

Is waste being disposed of/are waste receptacles being used appropriately?

a. Sharps **Yes**

b. Large plastic pipettes **Yes**

c. Large glass pipettes **N/A**

d. Solid autoclavable waste **Yes**

e. Liquid waste **Yes**

f. Agar plates **N/A**

g. Blood/tissue **N/A**

h. Is there a designated area for storing small items to be uplifted for autoclaving? **Not required**

i. Are the items stored so as to prevent breakage/spillage (e.g. in a plastic tub)? **N/A**

7. Other

a. Is a spill kit readily available? **No**

b. Is the spill SOP on display? **No**

8. Action and Additional Comments

Some chair coverings are very badly worn, exposing the foam padding. This is not acceptable in a TC facility. Damaged chairs must be replaced with intact vinyl covered chairs. **[ASAP; Lab Manager]**

Ideally, all chairs should be vinyl covered to allow easy cleaning/decontamination. **[NRH to consider]**

The oxygen gas system will be maintained under the College wide scheme. **[LG; within 6 months]**

Large amount of cardboard boxes in suite. Not easily wiped down/decontaminated. Could boxes be unpacked? **[Lab Manager to consider]**

Lack of communication of risk assessments to personnel is a College wide problem. **[H&SWG to discuss at next meeting]**

Latex gloves should only be worn if risk assessment has shown that they are more appropriate than the alternatives. If the TC workers have no preference, use of latex gloves should be discontinued. If latex gloves are preferred by some workers the reasons need to be documented. **[NRH; within one month]**

Large incubator facing suite door to be cleaned. **[ASAP; as per local arrangements]**

Virkon solution must be discarded when pink colour fades or within 7 days of preparing, which ever is soonest. **[ongoing; TC suite users]**

Spill kit to be supplied. **[IB; within one month]**

Spill SOP to be supplied. **[LG; ASAP]**

REVISED

12:45 pm, May 19, 2009