

# Biological Safety Inspection Checklist

**DRAFT**

**Area inspected:** JBC Floor 1 TC Suite

**Date of Inspection:** 22/7/09

**Inspection Team:** Ian Scragg, Lisa Grayson, Lorna Campbell

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## 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? **Not at present; not strictly required at CL1**
  - c. What is the Hazard Group/Class of the work being done? **CL 1 at present**
  - d. If mixed, are MSCs and incubators used for HG/CL 2 work identified as such? **n/a**
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## 1. Questions for personnel:

- a. Have you read any risk assessments relating to your work? **Some including generic CL1 TC RA**
  - b. Are you aware of the Safe Operating Procedures that apply to your work? **Yes; posted in suite**
  - c. Who trained you when you first started work with cell cultures/biological material? **Existing, experienced staff**
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## 2. PPE

- a. Are lab coats available? **Yes**
  - b. If yes, are they worn? **Yes**
  - c. Which type of disposable gloves are available? **nitrile**
  - d. Are safety glasses readily available? **Yes**
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## 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; in main lab**
  - e. Are reagents safely stored (check inside fridges)? **Yes**
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## 4. Equipment

- a. Are centrifuges clean and well maintained? **n/a; none in suite**
- b. If required, are aerosol containment canisters available? **n/a**

- c. Are incubators clean and well maintained? **Yes**
  - d. Are culture vessels clearly labelled? **Yes**
  - e. Are microbiological safety cabinets clean and well maintained? **Yes**
  - f. Are they being used appropriately? **No workers observed during inspection**
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## 5. Disinfection

- a. Is 70% ethanol in use? **IPA used instead**
  - b. Are the bottles properly labelled (i.e. 70% EtOH; Flammable)? **Yes**
  - c. Is 1% Virkon solution in use? **Not used at present; reasons for using Virkon explained**
  - d. Are the bottles properly labelled (i.e. 1% Virkon made up on dd/mm/yy)? **n/a**
  - e. Is the Virkon solution still pink? **n/a**
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## 6. Waste

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

- a. Sharps **Yes**
  - b. Large plastic pipettes **Yes; discussed pros and cons of plastic, as opposed to cardboard, bins**
  - 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? **n/a**
  - i. Are the items stored so as to prevent breakage/spillage (e.g. in a plastic tub)? **As above**
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## 7. Other

- a. Is a spill kit readily available? **Yes; main lab**
  - b. Is the spill SOP on display? **Yes**
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## 8. Action and Additional Comments

Suite is very tidy, clean and well organised.  
Good compliance with H&S procedures/policies.  
No action required.