

# Biological Safety Inspection Checklist

**DRAFT**

**Area inspected:** 2L3-260, JBC Floor 2  
**Date of Inspection:** 5/8/2009  
**Inspection Team:** Lisa Grayson, Ian Scragg, Nancy Kirk

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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? **Yes**
- c. What is the Hazard Group/Class of the work being done? ..... **1 and 2**
- d. If mixed, are MSCs and incubators used for HG/Class 2 work identified as such? **Yes**
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## 1. Questions for personnel:

- a. Have you read any risk assessments relating to your work?  
**PIs reminded of this requirement at Divisional meeting.**
- 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 group member.**
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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**

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

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#### 4. Equipment

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

b. If required, are aerosol containment canisters available? **Yes**

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? **Yes**

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#### 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)? **No date**

e. Is the Virkon solution still pink? **Yes**

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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**

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? **Yes**

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

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## 7. Other

- a. Is a spill kit readily available? **Yes**
- b. Is the spill SOP on display? **Yes**

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## 8. Action and Additional Comments

**LG** to send pdf of CL1 TC risk assessment. **Lab Manager** to circulate as appropriate.

Ensure Virkon solutions are labelled with date made or expiry date (7 days after date made). Discard when pink colour fades or after 7 days, which ever is soonest. **[end users]**

The drawer units between the MSCs do not look as though they will be impervious to spills. Tops should be cover with bench-coat, shiny side down. **[end users]**