

Biological Safety Inspection Checklist

DRAFT

Area inspected: 2L3-261, JBC Floor 2
Date of Inspection: 5/8/2009
Inspection Team: Lisa Grayson, Ian Scragg, Nancy Kirk

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**

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.

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**

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)? **Fridges very cluttered and in need of cleaning**

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, apart from under worktrays.**

f. Are they being used appropriately? **Some cabinets have too many large items stored in them.**

5. Disinfection

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

b. Are the bottles properly labelled (i.e. 70% EtOH; Flammable)? **Need to be relabelled**

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**

e. Is the Virkon solution still pink? **Colour very faded in one bottle**

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 in main lab**

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

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.

Fridges to be thoroughly cleared out and cleaned. **[end users]**

End users must remember to clean under the cabinet worktrays.

Users would benefit from training on correct use of microbiological safety cabinets. Training program is currently being developed by **CLS H&S and Safety Services**.

Ensure 70% ethanol bottles are relabelled. **[end users]**

Ensure 1% Virkon bottles are labelled with '1% Virkon' and 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]**