

# Biological Safety Inspection Checklist

Area inspected: JBC M Floor North Side TC Suite, ML4-264  
Date of Inspection: 4/3/2009  
Inspection Team: Ian Scragg, Joost Zomerdijk, Lisa Grayson

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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/CL 2 work identified as such?  
*Hood yes but sign should be replaced [ASAP; LG]. Incubators - not at time of inspection.*
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## 1. Questions for personnel: *Two workers questioned*

- 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?  
**and experienced member of research group.** **Lab Manager**
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## 2. PPE

- a. Are lab coats available? **Yes**
- b. If yes, are they worn? **No**
- 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? **OK**
- b. Is the wash-hand basin clean? **Yes**
- c. Are soap and paper towels available? **Yes**

- d. Is an eye-wash readily accessible?      *In main lab*      **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?      **Not used**
- 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?      **Generally**

#### 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?      *For weekly disinfection*      **Yes**
- 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?      *Made fresh when required*

#### 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      *None in use*      **Yes**
- d. Solid autoclavable waste      **Yes**
- e. Liquid waste      **Yes**
- g. Blood/tissue      **Yes**
- h. Is there a designated area for storing small items to be uplifted for autoclaving?      **Not obvious**
- i. Are the items stored so as to prevent breakage/spillage (e.g. in a plastic tub)?

#### 7. Other

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

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### 8. Action/Additional Comments

Group Leaders must ensure their staff are familiar with the risk assessments relating to their work. Group Leaders to be reminded of this as part of the GM risk assessment annual review process. **[within one month; LG]**

None of the workers observed during the inspection were wearing lab coats. Labs coats must be worn when working in a CL2 facility. Staff must be reminded of this. **[ASAP; Lab Manager]**

2 gas cylinders are present in the suite. Both are properly restrained. It was not obvious as to whether the regulators are routinely inspected. Lab Manager to read the current guidance at [https://secure.dundee.ac.uk/lifesciences/intranet/slsonly/safety/gas\\_safety/gas\\_home.htm#reg](https://secure.dundee.ac.uk/lifesciences/intranet/slsonly/safety/gas_safety/gas_home.htm#reg) and discuss with the H&S Information Officer. **[within one month]**

It was evident that additional training in the correct use of MSCs would be beneficial. CLS H&S and Safety Services are currently working on this. Training material should be available within two months.