

Biological Safety Inspection Checklist

Area inspected: SCILLS TC

Date of Inspection: 24/6/09

Inspection Team: Ian scragg, Irene Blair, Lisa Grayson, Monica Lacey, Kirsten Mcleod, David Wright

1. Facility

- a. Is the door to the facility appropriately labelled (i.e. biohazard & no access to cleaners)? **No**
 - b. Is access to the facility restricted in any way? **Yes**
 - 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**
-

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**
 - c. Who trained you when you first started work with cell cultures/biological material?
Existing, experienced staff
-

2. PPE

- a. Are lab coats available? **Yes**
 - b. If yes, are they worn? **Yes**
 - c. Which type of disposable gloves are available? **Both; reminded of Uni Policy.**
 - 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; in main lab**
 - 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? **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? **No workers observed during inspection**
-

5. Disinfection

- a. Is 70% ethanol in use? **Yes**
 - b. Are the bottles properly labelled (i.e. 70% EtOH; Flammable)? **No**
 - 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**
-

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 at the moment; will get one if necessary**
 - i. Are the items stored so as to prevent breakage/spillage (e.g. in a plastic tub)? **As above**
-

7. Other

a. Is a spill kit readily available? **Yes**

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

8. Action and Additional Comments

LG to supply signs for suite door.

LG to supply CL1 and Spill SOPs.

TC Manager to label 70% EtOH bottles.

LG to send latest cabinet test reports.

Very high standard of tidiness/cleanliness.

Suite not used to full capacity at present.