

Biological Safety Inspection Checklist

Area inspected: Suite 2L3-47, WTB Floor 2
Date of Inspection: 18/3/2009
Inspection Team: Ian Scragg, Lisa Grayson, Liz Emslie, Wendy James

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? **Yes**
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1. Questions for personnel:

- a. Have you read any risk assessments relating to your work? **Yes**
- 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?
Lab Manager & experienced group member
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2. PPE

- a. Are lab coats available? **Yes**
- b. If yes, are they worn? **50% of workers wearing lab coats at time of inspection**
- 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 but work surfaces quite cluttered**
- b. Is the wash-hand basin clean? **Yes**

- c. Are soap and paper towels available? **Yes**
- d. Is an eye-wash readily accessible? **Yes. Outside suite.**
- e. Are reagents safely stored (check inside fridges)? **Yes**
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4. Equipment

- a. Are centrifuges clean and well maintained? **Require cleaning**
- b. If required, are aerosol containment canisters available? **No**
- 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)? **Yes**
- 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 **Yes**
- 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**

7. Other

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

8. Action and Additional Comments

Labs coats must be worn when working in a CL2 facility. Staff must be reminded of this. **[ASAP; Lab Manager]**

The air con unit is compromising the performance of two cabinets, causing them to fail their KI test. These cabinets are not used for work with potentially infectious material at the moment, therefore, operators are not being put at risk. However, the work may change in future and it would be wise to rectify the problem now rather than later. **[within 6 months; LG/Lab Manager/E&B]**

Storage space is very limited. Finding space for storing stocks of consumables outwith the TC suites would be beneficial. **[as time permits; Lab Manager/Group members]**

The need for aerosol containment canisters must be assessed. **[ASAP; Workers centrifuging potentially infectious material/LG]**

The Lab Manager commented that cleaning of the suite is sporadic due to frequent unavailability of the Above Bench Cleaner and lack of time on their part.