

## 20XX Annual Biosafety Inspections BSL-2 Checklist for Laboratories

Inspectors: Principal Investigator Lab Room (s):

PROTOCOL	INFECTIOUS AGENT (S)	PATHOGENS

## Answer Yes, No or NA (not applicable), by placing an X in the appropriate box.

Biosafety Level 2	YES	NO	N/A	Comments
A. Standard Microbiological Practices				
1. Access limited to the lab when work is in progress.	$\checkmark$			
2. Persons wash hands after biohazardous work, after removing gloves and				
before exiting the lab?	ľ			
3. Are soap and towels available at the handwashing sink?	$\checkmark$			
4. Are eating/drinking/ applying cosmetics prohibited in the lab?	$\checkmark$			
5. Is food stored outside the work area, in cabinets or refrigerators	√			
designated for food only?	v			
6. Mouth pipetting prohibited; pipettes used	$\checkmark$			
7. Splashes and aerosols are minimized	√			
8. Glassware is minimized and use of durable plastic ware is used whenever	v √			
is possible.	v			
9. Are regulated sharps (e.g., needles, syringes, razor blades, lancets)	V			
discarded into puncture-resistant, red needle box?	v			
10. Sharps restricted to use when no alternative exists	$\checkmark$			
11. Are sharps containers no more than <sup>3</sup> / <sub>4</sub> full? Have full containers been	V			
removed?				
12. Are all solid wastes, which are contaminated with biohazardous	√			
materials, discarded into red sharps containers, lined red tubs, or lined				
receptacles for later disposal in red tubs?				
13. Are all liquid wastes, which are contaminated with biohazardous	$\checkmark$			
materials, autoclaved or decontaminated with an effective disinfectant				
before they are poured down the sanitary sewer?				
14. All liquids poured down the sewer are maintained in a log book to assure	$\checkmark$			
adequate inactivation time for exposure to bleach. (e.g., info to include date				
treated/exposure time/notation of biohazard content)				
P. Special Practices				
<ul> <li>B. Special Practices</li> <li>1. Lab access restricted when working with infectious agents. No minors</li> </ul>				
allowed.	V			
2. Persons advised of hazards and have required immunizations.	X			Missing Hep B forms for personnel
3. Is a BIOHAZARD sign posted at the lab entrance?				
	√			
4. Does the BIOHAZARD sign include information on the agent(s) used, biosafety level, and PI's name/telephone?	V			
5. Is the biohazard symbol used to identify equipment, containers,	1			
refrigerators, etc. that contain or are contaminated with microorganisms or	$\checkmark$			
rDNA materials?				
Biosafety Level 2	YES	NO	N/A	Comments
6. Supervisor ensures personnel receive appropriate biosafety training.				
7. Do lab personnel exercise a high degree of precaution with all	V			
contaminated sharp items, including needles/syringes, slides, pipettes,	v			
capillary tubes and scalpels?				
8. Laboratory surfaces decontaminated on a daily basis or after any spill of	√			
biological material.				
9. Clearly labeled spill kit containing absorbent material, gloves, disposable	$\checkmark$			
plastic scoops, tongs, biohazard bags and appropriate disinfectants are				
available in the laboratory.				
10. Spills and accidents reported to Supervisor and Biosafety Office.	$\checkmark$			
Medical follow-up as appropriate.	ļ			
11. Copy of USA College of Medicine Biosafety Manual/Exposure Control		X		ECP should be completed with lab/PI
Plan is available in laboratory.				specific information

C. Safety Equipment (Primary Barriers)				
1. Biosafety cabinet and other containment devices or personnel protective	$\checkmark$			
equipment used when:				
a.) potential for splashes/aerosols	$\checkmark$			
b.) high concentrations or large volumes of agents used	$\checkmark$			
<ol><li>Are eye and face protection disposed of with other contaminated</li></ol>	$\checkmark$			
laboratory waste or decontaminated before use?				
3. When biohazardous materials must be manipulated outside a Class II	$\checkmark$			
biological safety cabinet, does lab personnel use face protection (e.g.,				
goggles, mask, face shield) for unexpected splashes to the face?				
4. Is the Biosafety cabinet functional and current on inspection?	$\checkmark$			
<ol><li>Lab coats worn and removed prior to leaving the lab.</li></ol>	$\checkmark$			
<ol><li>Hangers are provided for laboratory coat storage.</li></ol>	$\checkmark$	1		
7. Gloves worn when working with agents. Alternatives to powdered latex	$\checkmark$			
available.				
D. Laboratory Facilities (Secondary Barriers)				
1. Are bench tops impervious to water and resistant to acids, solvents and disinfectants?	$\checkmark$			
2. Provide lockable doors for restricted agents (42 CFR 72.6)	$\checkmark$		/	
3. Easily cleaned. No carpet or rugs. Chairs covered with vinyl or suitable material for ease of decontamination.	$\checkmark$			
4. Eyewash readily available. Checked weekly by staff.	$\checkmark$			
5. Does lab contain a wrist-operated handwashing sink?	√			
E. Training of Personnel				
1. Documented bloodborne pathogen/biosafety training?	$\checkmark$			
2. Documented emergency response (accidental exposure plan) and	v √			
Autoclave SOP training.	v			

Additional comments/observat	ions:	

Signatures:

X: \_\_\_\_\_\_ X: \_\_\_\_\_

Date: \_\_\_\_\_/\_\_\_\_/\_\_\_\_\_/



