## Biosafety Resources and Documentation

1. Biological research (e.g. rDNA, BSL-2 agent, human materials) is approved by IBC
2. Biosafety application is current and amendments have been approved by IBC
3. Biosafety Manual is readily available
4. Biological Spill Procedures are available and personnel are familiar with procedures
5. Pest Control Policy is available and no pest management problems observed
6. Biosafety Training is documented for all personnel

## Standard Microbiological Practices

7. Lab supervisor controls access to the laboratory
8. Persons wash their hands after working with samples and before leaving the lab
9. Eating, drinking, and storing food for consumption are not permitted in lab areas
10. Mouth pipetting is prohibited; mechanical pipetting devices are always used
11. Needles are never bent, broken, recapped or reused before disposal
12. Used needles, syringes, and other sharps placed in a puncture-resistant container
13. Plasticware is substituted for glass whenever possible
14. All procedures are performed to minimize the creation of splashes and/or aerosols
15. Work surfaces are decontaminated after completion of work or after any spill
16. Biological waste (e.g. cultures, stocks) are properly decontaminated before disposal
17. Samples are placed in durable, leak proof container during storage and transport
18. Biohazard signage is posted at the lab entrance when infectious agents are present

## Safety Equipment - Primary Barriers & PPE

19. Protective clothing (i.e. lab coat) worn to prevent contamination of personal clothing
20. Protective eyewear worn when potential to create splashes of microorganisms
21. Gloves are worn to protect hands from exposure to hazardous materials

## Laboratory Facilities

22. Laboratory has a sink for hand washing
23. Eyewash station is readily available
24. Lab designed so that it can be easily cleaned (i.e. no carpet, cloth furniture, etc.)
25. Bench tops are impervious to water and resistant to heat and other chemicals
26. Lab windows that open to the exterior are fitted with screens
27. Housekeeping is appropriate and lab is maintained in a clean/sanitary condition

## BSL-2 Laboratory (Special Practices & Additional Requirements)

28. All persons entering lab are advised of potential hazards & entry/exit requirements
29. A lab-specific biosafety manual has been prepared and is easily accessible
30. Lab supervisor ensures lab personnel demonstrate proficiency before BSL-2 work
31. Lab equipment is routinely decontaminated, including after spills or splashes
32. All animals and plants not associated with work being performed are prohibited
33. All procedures that may generate aerosols are conducted in containment (e.g. BSC)
34. BSCs located away from doors, heavily traveled areas, and other airflow disruptions
35. Vacuum lines are protected with HEPA filters, or their equivalent
36. BSCs have been certified within the last year Certification Date:

## Bloodborne Pathogens (i.e. human blood, body fluids, cell lines)

37. Exposure Control Plan is accessible
38. All personnel have completed annual BBP training
39. All personnel have been offered Hepatitis B vaccination or signed declination form
40. Personnel are familiar with post-exposure evaluation and follow-up
41. Engineering and work practice controls are used to reduce the risk of exposure

## Training

42. Lab personnel have completed biological shipping training in the past two years

**All noted deficiencies must be corrected within 2 weeks of inspection**

Signature of Inspector ______________________  Signature of Lab Rep. ______________________

Laboratory Approved for:  BSL-1  BSL-2  Closed: