

BSL2 Laboratory Closeout – Checklist

ALL biological materials (i.e. cultures of microorganisms, cell lines, blood, fresh tissue, sharps, carcasses, etc.) must be removed **prior** to vacating the laboratory space(s). This includes BSL1 or BSL2 materials stored in any lab spaces, refrigerators, freezers, incubators and cold rooms.

Completed	Item	Biosafety Information/Contacts
<input type="checkbox"/>	Remove All Biohazardous Waste & Sharps	<ul style="list-style-type: none"> • Autoclave OR place in CMC. • For Sharps pickups call EHS at 434-982-4911 or complete online request. <ul style="list-style-type: none"> ○ Additional resources: <ul style="list-style-type: none"> Biological Waste Handling and Disposal Table Waste Collection & Disposal Help
<input type="checkbox"/>	Disinfect All Biohazardous Work Surfaces & Equipment	<ul style="list-style-type: none"> • Use 10% Bleach, Cavicide, or disinfectants listed in your IBC protocol for: BSCs, incubators (drain H₂O), centrifuges, refrigerators, freezers, water baths & any other small equipment labeled and/or used for biohazardous work. • For more information see Disinfection.
<input type="checkbox"/>	Remove All Biohazard Labels	<ul style="list-style-type: none"> • EHS will provide tags that indicate that the equipment is safe to move. • Biohazard labels can be <u>covered</u> with EHS tags for equipment that will remain biohazardous following internal UVa moves. • For more information see Lab Moves.
<input type="checkbox"/>	Biosafety Cabinet Decontamination & Recertification	<ul style="list-style-type: none"> • Contact Jenni Branum, 434-982-4989 / jmw4qs, to determine if gas decontamination is necessary before being moved. We will also schedule your recertification and provide guidance on optimal placement for your BSC. • For more information see Biological Safety Cabinets.
<input type="checkbox"/>	Shipping or Transferring Biological Agents	<ul style="list-style-type: none"> • Before shipping outside UVa, contact Ericka Pearce 434-982-5005 / eep3p or Jenni Branum, 434-982-4989 / jmw4qs, to ensure the safe and legal transport of biological materials. • Arrange for transfer of unwanted biological agents to another Principal Investigator approved by the IBC to possess such agents. • For more information see Shipping Infectious Substances by Air.
<input type="checkbox"/>	Add New BSL2 Labs to IBC Registration (IAR)	<ul style="list-style-type: none"> • Remove old lab spaces & add all new spaces to your IBC protocol (IAR). • Contact Vernell Shifflett 434-982-4920 / vhs to set up a lab visit for new BSL2 spaces. • For IBC Protocol Questions: contact Gloria Bowers 434-243-0726 / gb4z.