

## BSL-2 Biosafety Lab Inspection Checklist

PI \_\_\_\_\_ Present \_\_\_\_\_ Lab Manager/Other \_\_\_\_\_

Bldg(s) \_\_\_\_\_ Room(s) \_\_\_\_\_ listed on IAR Phone \_\_\_\_\_

Date/Time \_\_\_\_\_ Inspected by \_\_\_\_\_ Agents used \_\_\_\_\_

### Yes No NA – check one answer

**Universal Hazard Sign correct?** *If not, notify Bill Peairs*

### Biosafety manual

- Current version  
   Signatures: PI and staff  
   Shared space staff signatures for risk acknowledgement  
   Exposure Control Plan for Blood Borne Pathogens  
   Hep B signatures  
   Appendix C: Other vaccinations required or suggested? List: \_\_\_\_\_  
   Toxin Plan

### Training

- Biosafety/BBP  
   Shipping

### Food/Drink Stored Appropriately?

Comments \_\_\_\_\_

### Transport Container

Comments \_\_\_\_\_

### Aerosol Generation?

Homogenizing \_\_\_\_\_ Sonicating \_\_\_\_\_ Blending \_\_\_\_\_ Shaking \_\_\_\_\_  
Grinding/Mincing \_\_\_\_\_ Vortexing \_\_\_\_\_ Other \_\_\_\_\_

### Biosafety cabinet

- Present? If no or N/A, why? \_\_\_\_\_  
   Certification in date, if not, record Serial Number \_\_\_\_\_  
   Vacuum line has HEPA filter  
   Vacuum flask has 5-10% bleach. Plastic canister? \_\_\_\_\_  
   Burner (bactinerator or touchplate, alcohol)  
   UV lights used? If yes, why? \_\_\_\_\_

### Lab coats

- Present  
   Worn  
   Cleaned by Vendor which adheres to OSHA guidelines  
   Or disposables

### Biotoxin use

- Secured storage Which room? \_\_\_\_\_  
   Inventory log, in/out amounts, dates, times, initials.  
   Decontamination method  
   Biotoxin Training  
   Reconstitution of Lyophilized toxin  
   Lyophilized toxin is used Biosafety Cabinet/Chemical Fume Hood  
   If no-then rubber septum on vial used/respiratory protection used

Yes No NA

**Waste**

- CMCs  
   Autoclave *If yes, complete last section: decontamination of waste by autoclaving.*  
   Sharps. Do they have a broken glass box for other glass? \_\_\_\_\_  
   Glass Pasteur pipettes  
   Liquids

**Adequate Surface disinfection**

- 70% EtOH how used/cannot be primary \_\_\_\_\_  
  5-10% Bleach, stored with light protection  
  Cavicide (EPA registered cidal for HIV, HBV, HCV, M. tuberculosis, MRSA)  
  Other products used \_\_\_\_\_  
  Spill Decontamination - 5-10% bleach, Cavicide

**Facilities**

- Chairs Cleanable  
  Eyewash  
  Sink/soap/water; **or** alcohol based hand sanitizer immediately if no available running water.

**Biohazard Signage:**

- Storage  
   Lab equipment – BSC, incubator, refrigerator, freezer, shaker, other  
   Lab Door(s)

**Decontamination of waste by autoclaving:** *See website for autoclave policy*

- Performed in room \_\_\_\_\_ Central facility? \_\_\_\_\_  
  Logbook (Name, date, time, cycle time, biological indicator results)  
  Minimum cycle time 30 minutes or evidence for other amount of time  
  Monthly validation check (biological indicator)

**Animal Work**

- Biohazard labels on cages containing infected animals  
  PPE during animal work (gloves and lab coats)  
  Aerosols? (i.e. Necropsy, harvesting tissues or fluids from infected animals or eggs, intranasal inoculation)  
 If yes, use a Biosafety Cabinet? \_\_\_\_\_  
 If not using a Biosafety Cabinet, PPE? (Face shield and respirator/surgical mask) \_\_\_\_\_  
  Transport of dirty cages

**Consistency of IAR and Lab Conditions**

- Rooms  
  Personnel  
  Agents

**BSL2 Enhanced Features (e.g. S.typhi, HBV, HIV, etc.)**

- Rooms/Work areas separated from areas that are open to unrestricted traffic flow  
   Passage through two sets of doors  
   Surface of doors, walls, floors and ceilings in the work area are water resistant  
   Sink for washing hands (hands free for *S.typhi* and enters) located near the exit door  
   Access doors of the work area are self-closing.  
   Autoclave for decontamination of regulated waste available (close to work area)  
   Directional airflow that draws air into the work area through the entry area).  
   Double Gloves