



LABORATORY BIOSAFETY INSPECTION FORM



PRINCIPAL INVESTIGATOR:				AUDITOR:				DATE:							
DEPARTMENT:				BUILDING & ROOM(S):											
LAB REP:				PHONE:				EMAIL:							
SUMMARY OF INSPECTION FINDINGS				A. <input type="checkbox"/> No items of noncompliance				B. <input type="checkbox"/> Some items of noncompliance were identified, SEE BELOW				C. <input type="checkbox"/> Repeated items of noncompliance were identified. SEE BELOW			
Y	**N	N/A	ITEM									COMMENTS			
			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									http://www.cdc.gov/od/ohs/biosfty/biosfty.htm			
			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									http://www.cdc.gov/od/ohs/biosfty/biosfty.htm			
			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)									http://www.cdc.gov/od/ohs/biosfty/biosfty.htm			
			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												
Overall Comments:										Biological materials used/stored (attach):					

**All noted deficiencies must be corrected within 2 weeks of inspection										EH&S: (509) 999-8176					
Signature of Inspector _____				Signature of Lab Rep. _____											
Laboratory Approved for: <input type="checkbox"/> BSL-1 <input type="checkbox"/> BSL-2										Closed:					