

## BL-2 Laboratory Inspection Form

Supervisor: \_\_\_\_\_  
 Agent: \_\_\_\_\_  
 Department: \_\_\_\_\_  
 Building: \_\_\_\_\_  
 Room(s): \_\_\_\_\_  
 Campus: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_  
 Lab Rating: BL-1    BL-2  
 Inspected by: \_\_\_\_\_  
 Date: \_\_\_\_\_

Requirement	Yes	No	N/A
Access to the lab is limited or restricted by the lab director when experiments are in progress.			
Persons wash their hands after they handle viable materials and animals, after removing gloves, and before leaving the lab.			
Eating, drinking, smoking and applying cosmetics are not permitted in the lab. No food is stored in the lab.			
Mechanical pipetting devices are used, mouth pipetting is prohibited.			
All procedures are performed carefully to minimize the generation of aerosols.			
Work surfaces are decontaminated at least once a day and after any spill of viable material.			
All contaminated liquid and solid wastes are decontaminated by a proven method before disposal. If yes, method used: autoclaving ( ), chemical disinfection ( ), or both ( ).			
An autoclave for decontamination biological waste is available. If yes, it is located: in the lab ( ), on the floor ( ), in the building ( ), in another area ( ).			
Contaminated materials to be autoclaved at a site away from the lab are put into an autoclave bag which is sealed and placed into a durable, leakproof container before being removed from the lab.			
After autoclaving, solid wastes are disposed via the overclassified medical waste stream.			
An insect and rodent control program is in effect. If the lab has windows that open, they are fitted with fly screens.			
Gloves are worn if the skin on the hands is broken or a rash exists.			
Lab coats, gowns or uniforms are worn to prevent contamination of street clothes during experimentation. This protective clothing is worn only in the lab and laundering is handled by the department.			
Protective eyewear is worn when splashes of microorganisms can be anticipated.			
The lab contains a sink for handwashing.			
The sink is equipped with soap and paper towels.			
The lab is designed so that it can be easily cleaned. No carpet is permitted.			
Bench tops are impervious to water and are resistant to acids, alkalis, solvents and moderate heat.			

The lab furniture is sturdy, and spaced between benches, cabinets and equipment are accessible for cleaning.			
The lab door is posted with a CAUTION sign with the rDNA sticker attached to it. The caution sign is current.			
The lab door is posted with a CAUTION sign with the BIOHAZARD sticker attached to it. The caution sign is current and describes the infections/pathogenic agents in use and the entry requirements (including immunization).			
The lab director provides the lab personnel with appropriate training, consisting of information on the nature of the work, risk assessment, and safety practices.			
The lab director establishes procedures and policies whereby only persons who have been advised on the potential hazard and meet any specific entry requirements (e.g., immunization) may enter the lab.			
Baseline serum samples for lab workers are collected/stored, when appropriate.			
Standard operating procedures are available. These SOPs include experimental protocols, daily housekeeping, waste disposal, and emergency plans covering accidental spills and personal contamination.			
Spills and accidents which result in overt exposure to infections/pathogenic materials are immediately reported to the lab director, the University Occupational Health Physician, and REHS.			
Animals not involved in the work being performed are not permitted in the lab.			
Only needle locking syringes or safe needle devices are used.			
Class II biological safety cabinets are used when conducting procedures with the potential for generating aerosols or splashes (e.g., pipetting, grinding, blending, mixing, sonication, centrifugation, opening of centrifuge caps).			
Class II biological safety cabinets are certified and maintained properly.			
Face protection is used when handling agents on the open bench.			
An eyewash facility is readily available.			
Agents are secured (e.g., in a locked freezer, locked box, etc.)			
Lab workers challenge unanticipated persons in the lab.			
Lab doors are locked when the lab is unoccupied.			

**Biosafety Cabinet Information**

Serial Number	Model Number	Manufacturer	Location	Most Recent Certification Date

Comments:

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