**EH&S Biological Safety**

PI:

Lab Contact:

Room(s):

Inspected by:

Date:

Agents:

### Biological Safety Level 2 (BSL-2) Inspection Checklist

*References*:

[UW Biosafety Manual](https://www.ehs.washington.edu/resource/biosafety-manual-4)

[CDC/NIH Biosafety in Microbiological and Biomedical Laboratories (BMBL)](https://www.cdc.gov/labs/BMBL.html)

[NIH Guidelines for Research Involving Recombinant or Synthetic Nucleic Acid Molecules](https://osp.od.nih.gov/wp-content/uploads/2019_NIH_Guidelines.htm)

[Washington State Bloodborne Pathogen Regulations](https://www.lni.wa.gov/safety-health/safety-rules/rules-by-chapter/?chapter=823)

[Biosafety Level 2 (BSL-2) Laboratory Practices](https://www.ehs.washington.edu/system/files/resources/BSL2-info.pdf)

| **REQUIREMENT** | **YES** | **NO** | **N/A** | **NOTES** |
| --- | --- | --- | --- | --- |
| A BSL-2 [Biohazard sign](https://www.ehs.washington.edu/system/files/resources/biohazard-sign.pdf) is posted on door listing agents, entry requirements, emergency contact information and any occupational health requirements. The sign be can easily removed or turned over, and it can be removed or turned over when agents are stored and surfaces are decontaminated. | [ ]  | [ ]  | [ ]  |       |
| Lab doors are kept closed during BSL-2 work and are closed and locked when unoccupied. | [ ]  | [ ]  | [ ]  |       |
| The [Caution Sign](https://www.ehs.washington.edu/research-lab/caution-sign-hazards) for Hazards displays a biohazard symbol. | [ ]  | [ ]  | [ ]  |       |
| [Exposure Response Poster](https://www.ehs.washington.edu/system/files/resources/exposure-response-poster.pdf) is in lab; lab staff is aware of proper procedures. | [ ]  | [ ]  | [ ]  |       |
| Biohazard [spill procedures](https://www.ehs.washington.edu/system/files/resources/spill-response-poster.pdf) are in place, [posted](https://www.ehs.washington.edu/system/files/resources/spill-response-poster.pdf) in lab areas, and lab staff is trained. | [ ]  | [ ]  | [ ]  |       |
| The lab contains a sink for hand washing. | [ ]  | [ ]  | [ ]  |       |
| Personnel wash their hands after handling biohazardous materials or animals and before exiting thelaboratory. Hand soap and paper towels are available at the sink. | [ ]  | [ ]  | [ ]  |       |
| An eye wash is readily available (10 seconds/50ft, unobstructed) and flushed weekly with documentation. | [ ]  | [ ]  | [ ]  |       |
| A herpes B scrub kit is available for work with non-human primate source material. | [ ]  | [ ]  | [ ]  |       |
| Benchtops are impervious to water; lab furniture is sturdy. Chairs are covered with non-fabric material; no rugs or carpets. The lab is designed so it can be easily cleaned; spaces between benches, cabinets and equipment are accessible for cleaning. | [ ]  | [ ]  | [ ]  |       |
| Work areas are free from clutter and are cleaned regularly. | [ ]  | [ ]  | [ ]  |       |
| Lighting is adequate for all activities. | [ ]  | [ ]  | [ ]  |       |
| Lab adheres to [UW hallway/corridor policy.](https://www.ehs.washington.edu/resource/corridor-policy-focus-sheet-209) | [ ]  | [ ]  | [ ]  |       |
| If a lab has windows that open, they are fitted with fly screens, or the lab has a policy not to open windows. | [ ]  | [ ]  | [ ]  |       |
| No food or drinks consumed or stored in the lab. Smoking, chewing gum, handling contacts, applying cosmetics is not allowed in lab. | [ ]  | [ ]  | [ ]  |       |
| Plants or animals that are not associated with research are not present in the lab. | [ ]  | [ ]  | [ ]  |       |
| Personnel wear clothing that covers the skin on legs (long pants or skirts) and closed-toe shoes. Long hair is tied back so that it cannot contact hands, specimens, containers or equipment. | [ ]  | [ ]  | [ ]  |       |
| [Appropriate PPE](https://www.ehs.washington.edu/workplace/personal-protective-equipment-ppe) (personal protective equipment) is readily available and worn when handling biohazards. Standard PPE for BSL-2 work includes lab coats, gloves and safety glasses. Face shields and masks may be required. Lab coats are laundered regularly and when contaminated. [No PPE is worn in the halls.](https://www.ehs.washington.edu/system/files/resources/no-ppe-outside-lab-poster.pdf) | [ ]  | [ ]  | [ ]  |       |
| Work surfaces are [decontaminated](http://www.ehs.washington.edu/biological/biological-research-safety#decon) with a suitable disinfectant once a day and following work and after any spill of viable material. | [ ]  | [ ]  | [ ]  |       |
| Liquid biohazardous waste is appropriately decontaminated prior to disposal. | [ ]  | [ ]  | [ ]  |       |
| If used with biohazards, vacuum lines are protected with [liquid disinfectant traps](https://www.ehs.washington.edu/system/files/resources/uw-biosafety-manual.pdf#page%3D40) and in-line HEPA filters. Glass flasks are kept in secondary containment if on the floor. Aspirator flasks or bottles containing liquids are labeled as “biohazard waste.” | [ ]  | [ ]  | [ ]  |       |
| Policies for the [safe handling](https://www.ehs.washington.edu/resource/sharps-safety-research-578) and disposal of [sharps](https://www.ehs.washington.edu/biological/sharps-and-laboratory-glass) are in place. | [ ]  | [ ]  | [ ]  |       |
| Solid [biohazardous waste](https://www.ehs.washington.edu/biological/biohazardous-waste) is packaged in appropriate biohazard bags and waste bins. | [ ]  | [ ]  | [ ]  |       |
| Biohazardous [lab glass and plastic](https://www.ehs.washington.edu/system/files/resources/packaging-sharps-poster.pdf) is packaged to prevent punctures. | [ ]  | [ ]  | [ ]  |       |
| Waste is appropriately managed and safely stored in the lab. | [ ]  | [ ]  | [ ]  |       |
| Solid biohazardous waste and sharps waste are autoclaved prior to disposal. | [ ]  | [ ]  | [ ]  |       |
| Biohazardous waste is transported to an [autoclave cost center](https://www.ehs.washington.edu/biological/biohazardous-waste#autocost) for decontamination. | [ ]  | [ ]  | [ ]  |       |
| Biohazardous waste is [shipped off-site](https://www.ehs.washington.edu/biological/biohazardous-waste#shipbiowaste) for decontamination. If so, are the following in place:* Triple packaging
* Correct liner bag and shipping labels
* Sharps packaged separately
* Shipping RMW SOP in place
* Shipping RMW training current
 | [ ]  | [ ]  | [ ]  |       |
| Potentially infectious material is [transport](https://www.ehs.washington.edu/biological/biohazardous-waste#transport)ed in a leak-proof secondary container. | [ ]  | [ ]  | [ ]  |       |
| [Biosafety Cabinets](https://www.ehs.washington.edu/biological/biological-safety-cabinets) (BSCs) are certified and appropriately located in laboratory. | [ ]  | [ ]  | [ ]  |       |
| Staff is aware of proper use and limitations of biosafety cabinets including air flow disturbance, use of volatile chemicals or flammables, etc. | [ ]  | [ ]  | [ ]  |       |
| UV lights in biosafety cabinets are not relied upon for primary decontamination. | [ ]  | [ ]  | [ ]  |       |
| Centrifuge aerosol containment safety cups or sealed rotors are used to centrifuge biological agents. When possible, safety cups are loaded/unloaded inside a biosafety cabinet. | [ ]  | [ ]  | [ ]  |       |
| All procedures are performed carefully to minimize the creation of aerosols. Are aerosol generating activities are performed in a biological safety cabinet? (Sonicating, homogenizing, vortexing, etc.) | [ ]  | [ ]  | [ ]  |       |
| If aerosol-generating procedures are performed outside of a biosafety cabinet, what additional precautions are in place? (SOPs, barriers, additional PPE, decontamination, etc.) | [ ]  | [ ]  | [ ]  |       |
| A process for inventory control is in place; stocks/cultures are documented and labeled. | [ ]  | [ ]  | [ ]  |       |
| The lab has documented [training records:](https://training.ehs.washington.edu/mytraining/index.php) Biosafety / BBP / Shipping Biohazardous Waste (if required). | [ ]  | [ ]  | [ ]  |       |
| Lab-specific training about the specific hazards present in the lab is provided to lab personnel and documented. All staff and visitors are trained prior to exposure to lab hazards. | [ ]  | [ ]  | [ ]  |       |
| A current [UW Biosafety Manual](https://www.ehs.washington.edu/resource/biosafety-manual-4) is accessible in the lab (electronic on lab computer or printed copy). | [ ]  | [ ]  | [ ]  |       |
| PI or lab manager reviews [BUA letters](https://www.ehs.washington.edu/biological/biological-research-safety) with lab personnel, and a copy is available for reference. | [ ]  | [ ]  | [ ]  |       |