

BIO SAFETY CHECKLIST: Reference: CDC BMBL

Building/Room: _____ Department: _____
 RI: _____ Ext. _____ LSO: _____ Ext. _____
 Name(s) of Inspector(s): _____ Ext. _____ Inspection Date: _____

Biosafety Level 3	Yes	No	N/A	Comments
A. Standard Microbiological Practices				
1. Access limited at when experiments in progress.				
2. Persons wash hands after work w/ cultures & removing gloves, before leaving.				
3. Eating, drinking, storing food, etc. prohibited.				
4. Mouth pipetting prohibited; pipettors used.				
5. Sharps policies in place.				
6. Splashes & aerosols are minimized.				
7. Work surfaces disinfected 1x per day and after spills, disinfectants effective.				
8. Regulated waste disposed properly.				
9. Insect & rodent control program in place.				
B. Special Practices:				
1. Lab doors kept closed when experiments in progress.				
2. Access restricted to required personnel. No minors allowed.				
3. Policies so that access restricted to only persons advised of hazard & meeting entry requirement.				
4. Biohazard sign must be present: agent, BSL, PPE, exit require., name, phone #.				
5. Personnel receive required immunizations & testing, as appropriate.				
6. Baseline serum collected, as appropriate.				
7. Biosafety manual adopted. Persons informed of special hazards.				
8. Director ensures personnel receive appropriate training & annual updates.				
9. Director ensures personnel demonstrate proficiency in standard & specific microbiological procedures.				
10. Sharps precautions: needles, slides, pipettes, cap. tubes, scalpels:				
a. Sharps restricted to use when no alternative exists.				
b. Needles are integral to syringe and not recapped, bent, etc.				
c. Safe needle devices used where appropriate.				
d. Broken glassware handled by mechanical means.				
11. Open manipulation w/ agents in BSC. No work in open vessels on open bench. Plastic backed paper used in BSC.				
12. Equipment & work surfaces disinfected regularly, after work w/ agents, after spills or contamination.				
a. Spills decontaminated & cleaned by appropriate professional or trained staff. Spill procedures posted.				
b. Contaminated equipment decontaminated prior to removal from facility.				
13. Specimen containers leakproof and covered during transport.				
14. Contaminated waste decontaminated before disposal or reuse.				
15. Spills & accidents reported to lab director. Medical follow-up as appropriate.				
16. Animals & plants not involved in work not permitted in lab.				
C. Safety Equipment (Primary Barriers)				
1. Solid front gowns worn & not removed form lab. Reusable clothing decontaminated before laundering.				

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2. Gloves worn when handling agents, animals or equipment.				
3. Gloves changed frequently accompanied by handwashing. Gloves not reused.				
4. All manipulations of infected material conducted in Class II or III BSC.				
5. If procedure can't be conducted in BSC, appropriate combinations of PPE used.				
6. Respiratory & face protection used in rooms w/ infected animals.				
D. Laboratory Facilities (Secondary Barriers)				
1. Lab separated from building traffic. Two self closing doors for entry. Doors lockable. Clothes change room may be included.				
2. Each lab room contains hands-free handwashing sink located near exit door.				
3. Surfaces cleanable (walls, floors, ceiling). Seams & penetrations sealed. Floors monolithic & coved.				
4. Benchtops impervious to water and resistant to chemicals				
5. Lab furniture is appropriate for loading and use. Spaces accessible for cleaning. No fabric covered chairs.				
6. All windows closed & sealed.				
7. Wastes decontaminated, preferably w/in lab. If contaminated wastes leave lab, they are sealed & not transported in public corridor.				
8. BSC=s located away from doors, heavily traveled areas, etc, to maintain air flow				
9. Ducted exhaust system provides airflow A clean to dirty. Exhaust not recirculated.				
10. Class II BSC certified annually. If BSC discharged to outside must have system to prevent positive pressurization.				
11. Aerosol producing equipment (continuous flow centrifuges) are contained in devices that exhaust through HEPA filters.				
12. Vacuum lines protected by disinfectant traps & HEPA filters or equivalent.				
13. Eyewash readily available inside lab.				
14. Illumination is adequate, avoiding glares and reflections impeding vision.				
15. BSL3 facility & operational procedures documented. Facility tested for verification prior to operation. Facilities re-verified, at least annually against these procedures.				
16. Additional environmental protection considered as determined by risk assessment, etc.				

Are autoclaving procedures verified? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, explain how.				
Training of Personnel	Yes	No	N/A	Comments
Documented lab safety training?				
Documented special training or bloodborne pathogens training, as appropriate.				

ADDITIONAL COMMENTS: