

19.0 CHAPTER 19 – LABORATORY INSPECTION

19.1 EH&S Biosafety Laboratory Survey

EH&S conducts scheduled inspections of laboratories on a regular basis. Inspections are not limited to biosafety, but encompass chemical, electrical, fire and general safety issues. Aspects of a typical inspection include:

19.1.1 Laboratory Identification

1. PI's name, department, building, room number, lab manager, phone, mail code, email, etc.
2. BUA protocols facility inspections
3. Biohazardous materials: prions; genomic sequences; viroids; viruses; rickettsiae/chlamydia; bacteria; parasites; plants/plant, pathogens; animals; human or primate blood; human body fluids, cells and tissues
4. IBC approval review facility inspections
5. Emergency call-list

19.1.2 Facility/Equipment Review

1. Airflow from lower-hazard to higher-hazard areas
2. Designated clean area
3. Any hazardous material in designated clean area
4. Neat or cluttered work areas
5. Biosafety cabinet information: make, model, size, number
6. Negative-pressure thimble connection on biosafety cabinet
7. Biosafety cabinet certification: certified annually?
8. Decontamination of biosafety cabinet before use
9. Decontamination of biosafety cabinet after use
10. Neat or cluttered grate in biosafety cabinet
11. Neat or cluttered work area in biosafety cabinet
12. HEPA filter on vacuum line
13. Liquid media decontaminated

14. Autoclave: make, model, frequency of autoclave calibration, log
15. Autoclave: make, model, frequency of autoclave calibration, log
16. Centrifuge: make, model, condition of centrifuge bucket, condition of centrifuge rotors (check for stress cracks), condition of centrifuge interior (check for residue buildup), log
17. Spill-kit availability

19.1.3 Work Practices

1. Aerosol-generating procedures and steps taken to control them
2. Effective use of biosafety cabinets
3. Surface decontamination: disinfectant used, contact time, frequency
4. Wearing proper personnel protective equipment
5. Any evidence of eating in the lab areas

19.1.4 Hazard Communication

1. Biosafety entry on placard posted at entrance to the lab
2. Is the Exposure Control Plan completed?
3. Hepatitis B vaccination registration/ declination records (when appropriate)
4. Understand additional risk for immunodeficient individuals
5. Appropriate biosafety cabinet signage (Biohazard placard for BSCs in which biohazards are used and a "Not for use with Biohazards" sign for those BSCs in which no biohazards are used.)
6. Review of training records and date of last training
7. Autoclave records (last spore-check date, positive or negative)

19.1.5 Biohazard Waste Handling

1. Labeled rigid containers with lids
2. Double, red autoclave bags
3. Transportation of biohazardous waste
4. Only biohazard waste in red bags
5. Sharps containers not overfilled

19.1.6 Interview

1. Biosafety knowledge
2. Hazards of materials in their work

3. Waste disposal practices
4. Special precautions, practices or procedures
5. Personal protective equipment
6. Emergency response procedures

19.2 Self-inspection

EH&S recommends that each lab carry out a documented semiannual self-inspection.