

Research and Occupational Safety
Biological Safety Level 2 with Biosafety Level 3 practices (BSL-2+3)
Inspection Checklist

PI:
Lab Contact:
Room(s):
Inspected by:
Date:
Agents:

References:

- [CDC/NIH Biosafety in Microbiological and Biomedical Laboratories \(BMBL\)](#)
- [NIH Guidelines for Research Involving Recombinant or Synthetic Nucleic Acid Molecules](#)
- [Washington State Bloodborne Pathogen Regulations](#)
- [UW Biosafety Manual](#)

Hazard Communication				Notes
A BSL-2 + BSL-3 Practices Biohazard sign is posted on door listing agents, entry requirements, and emergency contact information.	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	
Exposure Response Poster is in lab; lab staff is aware of proper exposure procedures.	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	
A lab specific BBP Exposure Control Plan is in place if working with bloodborne pathogens?	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	
Facility				
The lab door remains closed when not in use. It is lockable with access controlled by the PI.	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	
A hand-washing sink is available when exiting the lab.	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	
Lab is designed to be easily cleaned (no rugs or carpet, well organized, uncluttered).	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	
Bench tops are impervious to water.	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	
Chairs are covered with a non-fabric material.	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	
An eye wash is readily available (within 10seconds/50ft, unobstructed).	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	
Lighting is adequate for all activities.	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	
All windows are closed and sealed.	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	
Lab adheres to UW hallway/corridor policy .	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	
Entry/Exit area for gowning and de-gowning is taped off on the floor.	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	
Directional airflow draws air into the laboratory through the entry area.	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	

Exposure Control				
Smoking, chewing gum, handling contacts, applying cosmetics is not allowed in lab. No food or drinks consumed or stored in the lab.	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	
Appropriate PPE is worn by all personnel. For BSL-2+3, includes rear-opening lab coat and gloves upon entry. Double-gloves, goggles, and face shield worn when risk assessment mandates. Reusable PPE is autoclaved prior to laundering.	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	
Laboratory personnel are offered / receive appropriate immunizations (e.g. Hepatitis B).	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	
Policies for the safe handling of sharps are instituted. Alternatives to sharps are used when feasible. If no alternatives, detailed safety procedures for their use must be included in the lab-specific biosafety manual.	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	
Decontamination procedures of laboratory surfaces and equipment are followed.	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	
Potentially infectious material is decontaminated prior to disposal. All material leaving the lab must be chemically decontaminated or autoclaved. Use of chemical disinfectants, autoclaving, etc. must be specifically addressed in lab-specific biosafety manual.	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	
Autoclaves biohazardous waste on-site, prior to disposal, following regulations? (site-specific SOP, biological indicator, Thermalog-S or Steriscan chemical integrator, autoclave log, and user training records) Note if Lab Services or other central autoclave facility used instead.	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	
	Autoclave Bldg/Room: Person responsible: Email/phone:			
Shipping biohazardous waste via contracted carrier: Are inner packages closed and placed in container with liner bag (triple packaging)? Are sharps containers packaged separately?	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	
Potentially infectious material is placed in a leak-proof secondary container prior to transport from the laboratory.	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	
Biohazard spill procedures are in place and lab staff is trained, including when to evacuate for 30 minutes prior to clean up?	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	
Engineering Controls				
Biosafety Cabinets (BSCs) are certified and appropriately located in laboratory.	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	
Staff is aware of proper use / limitations of BSC (air flow disturbance, volatile/ flammable chemical use, etc.).	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	
Are UV lights in biosafety cabinets used for decontamination? Staff trained on safe use?	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	
Aerosol generating activities are performed in a biological safety cabinet? (Sonicating, homogenizing, vortexing, etc.)	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	
Open manipulations of infectious materials are conducted inside a biosafety cabinet or other physical containment device.	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	

Centrifuge safety cups or sealed rotors are used to centrifuge BSL-2+ biological agents.	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	
In-line HEPA filters and liquid disinfectant traps are used to protect vacuum lines.	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	
Administrative Controls				
Documented training records : Biosafety / BBP / Shipping Biohazardous Waste (if required), Lab-Specific Biosafety Manual.	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	
Current UW Biosafety Manual is accessible to staff in lab (desktop icon or print copy).	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	
Process for inventory control is in place; stocks/cultures are documented and labeled.	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	
PI and Lab Manager review BUA letters with lab staff. Copy is available for staff reference.	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	
Lab-specific biosafety manual exists with written standardized safety procedures including training, entry/exit requirements, spill/exposure procedures, equipment operations, decontamination procedures, and procedures for transporting agents outside of lab. (Template manual available upon request)	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	
All lab personnel have documented training on the lab-specific biosafety manual and practical training with lab supervisor. All required EH&S safety classes are current.	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	
Animals				
Are animals administered infectious agents in approved locations? Specify rooms.	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> NA	