



**20XX Annual Biosafety Inspections  
BSL-1 Checklist for Laboratories**

**Inspectors:**

**Principal Investigator (s):**

**Lab Room (s):**

PROTOCOL	INFECTIOUS AGENT (S)	PATHOGENS



Answer Yes, No or NA (not applicable), by placing an X in the appropriate box.

Biosafety Level 1	YES	NO	N/A	Comments
<b>A. Standard Microbiological Practices</b>				
1. Access limited to the lab when work is in progress.				
2. Persons wash hands after biohazardous work, after removing gloves and before exiting the lab?				
3. Are soap and towels available at the handwashing sink?				
4. Are eating/drinking/ applying cosmetics prohibited in the lab?				
5. Is food stored outside the work area, in cabinets or refrigerators designated for food only?				
6. Mouth pipetting prohibited; pipettes used				
7. Splashes and aerosols are minimized				
8. Glassware is minimized and use of durable plastic ware is used whenever is possible.				
9. Are regulated sharps (e.g., needles, syringes, razor blades, lancets) discarded into puncture-resistant, red needle box?				
10. Sharps restricted to use when no alternative exists				
11. Are sharps containers no more than ¾ full? Have full containers been removed?				
12. Are all solid wastes, which are contaminated with biohazardous materials, discarded into red sharps containers, lined red tubs, or lined receptacles for later disposal in red tubs?				
13. Are all liquid wastes, which are contaminated with biohazardous materials, autoclaved or decontaminated with an effective disinfectant before they are poured down the sanitary sewer?				
14. All liquids poured down the sewer are maintained in a log book to assure adequate inactivation time for exposure to bleach. (e.g., info to include date treated/exposure time/notation of biohazard content)				
<b>B. Special Practices</b>				
1. Lab access restricted when working with infectious agents. No minors allowed.				
2. Persons advised of hazards and have required immunizations.				
3. Is a BIOHAZARD sign posted at the lab entrance?				
4. Does the BIOHAZARD sign include information on the agent(s) used, biosafety level, and PI's name/telephone?				
5. Is the biohazard symbol used to identify equipment, containers, refrigerators, etc. that contain or are contaminated with microorganisms or rDNA materials?				
<b>Biosafety Level 1</b>				
6. Supervisor ensures personnel receive appropriate biosafety training.				
7. Do lab personnel exercise a high degree of precaution with all contaminated sharp items, including needles/syringes, slides, pipettes, capillary tubes and scalpels?				
8. Laboratory surfaces decontaminated on a daily basis or after any spill of biological material.				
9. Clearly labeled spill kit containing absorbent material, gloves, disposable plastic scoops, tongs, biohazard bags and appropriate disinfectants are available in the laboratory.				
10. Spills and accidents reported to Supervisor and Biosafety Office. Medical follow-up as appropriate.				
11. Copy of USA College of Medicine Biosafety Manual/Exposure Control Plan is available in laboratory.				



**Signatures:**

X: \_\_\_\_\_

X: \_\_\_\_\_

**Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_



