Institutional Biosafety Committee BSL-1 Laboratory Inspection Checklist

Date:

Inspected by: Room Number(s):

IBC Protocol: Principal Investigator:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Questions** | Yes | No | N/A | Comments |
| **Hazard Communication/Training Records** |  |  |  |  |
| Is a biohazard sign posted on door?  |  |  |  |  |
| Training records documented, such as assigned CITI training?  |  |  |  |  |
| Are current K-State LM and CHP available to staff?  |  |  |  |  |
| Are project specific SOPs available to staff in lab?  |  |  |  |  |
| Are agent specific fact sheets available to staff in lab?  |  |  |  |  |
| Process for inventory control is in place?  |  |  |  |  |
| **Facility/Space** |  |  |  |  |
| Is a hand washing sink available?  |  |  |  |  |
| Is access to lab limited?  |  |  |  |  |
| Is the lab designed to be easily cleaned (no rugs, uncluttered)? |  |  |  |  |
| Bench tops are impervious to water; chairs are covered with non-fabric material. |  |  |  |  |
| Is appropriate PPE (personal protective equipment) is readily available? |  |  |  |  |
| Is the BSC certification current? (Optional) |  |  |  |  |
| Is broken glass disposed of correctly?  |  |  |  |  |
| Are sharps stored correctly?  |  |  |  |  |
| Are proper disinfectants available?  |  |  |  |  |
| Are lab coats/scrubs laundered properly?  |  |  |  |  |
| Is a spill kit available? |  |  |  |  |
| **Additional Comments:**  |