

BSL-3 Inspection Form

PI's Name _____

Date: _____

Building/Room# _____

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| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | 1. Access to the laboratory is limited or restricted at the discretion of the laboratory director when experiments are in progress? |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | 2. Persons wash their hands after handling infectious materials, after removing gloves, and when they leave the laboratory? |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | 3. Eating, drinking, smoking, handling contact lenses, and applying cosmetics is not permitted in the laboratory? |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | 4. Persons who wear contact lenses in laboratories also wear goggles or a face shield? |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | 5. Food stored outside the work area in cabinets or refrigerators is designated for this purpose only? |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | 6. Mouth pipetting is prohibited? |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | 7. Mechanical pipetting devices are used? |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | 8. Policies prohibiting sharps are instituted? |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | 9. All procedures are performed carefully to minimize the creation of aerosols? |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | 10. Work surfaces are decontaminated at least once a day and after any spill of viable material? |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | 11. All cultures, stocks, and other regulated wastes are decontaminated before disposal by an approved decontamination method, such as autoclaving? |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | 12. Infectious waste from BSL-3 laboratories is decontaminated before removal for off-site disposal? |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | 13. An insect and rodent control programs is in effect? |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | 14. Laboratory doors are kept closed at all times? |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | 15. The responsible official and laboratory director control access to the laboratory and restrict access to persons whose presence is required for program or support purposes? |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | 16. Persons who are at an increased risk of acquiring infection or for whom infection may have serious consequences are not allowed in the laboratory or animal rooms? (For example, persons who are immuno-compromised or immuno-suppressed may be at risk of acquiring infections.) |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | 17. The responsible official has the final responsibility for assessing each circumstance and determining who may enter or work in the laboratory? |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | 18. There are no minors allowed in the laboratory? |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | 19. The responsible official establishes policies and procedures whereby only persons who have been advised of the potential biohazard, who meet any specific entry requirements (e.g., immunization), and who comply with all entry and exit procedures, enter the laboratory or animal rooms? |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | 20. A hazard warning sign, incorporating the universal biohazard symbol, is posted on all laboratory and animal room access doors? |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | 21. The hazard warning sign identifies the agent, lists the name and telephone number of the laboratory director or other responsible person(s), and indicates any special requirements for entering the laboratory, such as the need for immunizations, respirators, or other personal protective measures |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | 22. Laboratory personnel receive the appropriate immunizations or tests for the agents handled or potentially present in the laboratory (e.g., hepatitis B vaccine or TB skin testing), and periodic testing as recommended for the agent being handled? |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | 23. Baseline serum samples are collected as appropriate and stored for all laboratory and other at-risk personnel? (Additional serum specimens may be periodically collected, depending on the agents handled or the function of the laboratory.) |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | 24. A biosafety manual specific to the laboratory has been prepared and adopted? |

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| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | 75. The exhaust air is not recirculated to any other area of the building? (Filtration and other treatments of the exhaust air are not required, but may be considered based on site requirements, and specific agent manipulations and use conditions.) |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | 76. The exhaust is HEPA-filtered and is dispersed away from occupied areas and air intakes?
77. Laboratory personnel verify the direction of the airflow (into the laboratory) is proper? (It is recommended that a visual monitoring device that indicates and confirms directional inward airflow be provided at the laboratory entry. Consideration should be given to installing an HVAC control system to prevent sustained positive pressurization of the laboratory. Audible alarms should be considered to notify personnel of HVAC system failure.) |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | 78. HEPA-filtered exhaust air from a Class II biological safety cabinet is recirculated into the laboratory only if the cabinet is tested and certified at least annually?
79. Exhaust air from Class II safety cabinets is discharged to the outside through the building exhaust air system and the cabinets are connected in a manner that avoids any interference with the air balance of the cabinets or the building exhaust system (e.g., an air gap between the cabinet exhaust and the exhaust duct)? |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | 80. Class III biological safety cabinets are used and are directly connected to the exhaust system?
81. Class III cabinets are connected to the supply system if it is done in a manner that prevents positive pressurization of the cabinets? |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | 82. Continuous flow centrifuges or other equipment that may produce aerosols are contained in devices that exhaust air through HEPA filters before discharge into the laboratory?
83. HEPA systems are tested at least annually? (Alternatively, the exhaust from such equipment may be vented to the outside if it is dispersed away from occupied areas and air intakes.) |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | 84. Vacuum lines are protected with liquid disinfectant traps and HEPA filters, or their equivalent?
85. Filters are replaced as needed? [An alternative is to use portable vacuum pumps (also properly protected with traps and filters)]. |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | 86. An eyewash station is readily available inside the laboratory?
87. Illumination is adequate for all activities, avoiding reflections and glare that could impede vision? |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | 88. BSL-3 facility design and operational procedures are documented?
89. The facility is tested for verification that the design and operational parameters have been met prior to operation? |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | 90. Facilities are re-verified, at least annually, against these procedures as modified by operational experience?
91. Additional environmental protection (e.g., personnel showers, HEPA filtration of exhaust air, containment of other piped services and the provision of effluent decontamination) is considered if recommended by the agent summary statement, as determined by risk assessment, the site conditions, or other applicable federal, state, or local regulations? |

Biosafety Cabinets			
Location: _____	Location: _____	Location: _____	Location: _____
Model: _____	Model: _____	Model: _____	Model: _____
Serial#: _____	Serial#: _____	Serial#: _____	Serial#: _____
Cert Date: _____	Cert Date: _____	Cert Date: _____	Cert Date: _____