Biosafety Standard Operating Procedures – Biological Materials

|  |  |  |  |
| --- | --- | --- | --- |
| Principal Investigator: | **Click or tap here to enter text.** | IBC Protocol Number: | **Click or tap here to enter text.** |
|  |  |
| 1.0 Biological Material (s): | [ ]  Bacterium [ ]  Fungus [ ]  Parasite [ ]  Prion |
| Name of Microorganism: Click or tap here to enter text. |
|  |
| 1.1 Biosafety Level: | [ ]  BSL2 | [ ]  BSL2+ | [ ]  BSL3 |
|  |
| 1.3 Describe the source of this material(s): | Click or tap here to enter text. |
|  |  |
| 1.2 Pathogenicity of microorganism(s): (find more information at [***http://www.phac-aspc.gc.ca/msds-ftss/index-eng.php***](http://www.phac-aspc.gc.ca/msds-ftss/index-eng.php)) |
| Describe infection(s) caused by EACH organism: | Click or tap here to enter text. |
| Survival outside host by EACH organism: | Click or tap here to enter text. |
| Infectious dose for humans (if known) by EACH organism: | Click or tap here to enter text. |
| Primary hazards to laboratory personnel: | Click or tap here to enter text. |
|  |  |

|  |
| --- |
| Use the SDS to fill out the following information; if not applicable state N/A. |
| Consequences | Click or tap here to enter text. |
| Signs & Symptoms | Click or tap here to enter text. |
| First Aid Measures | General Advice: | Click or tap here to enter text. |
|  | Inhalation: | Click or tap here to enter text. |
|  | Skin: | Click or tap here to enter text. |
|  | Eyes: | Click or tap here to enter text. |
|  | Ingestion: | Click or tap here to enter text. |
|  | Target organ effect: | Click or tap here to enter text. |

|  |
| --- |
|  |
| 2.0 Training Requirements: |
| 2.1 LSE Training: | It is mandatory all lab personnel complete Laboratory Safety Essentials per HSC OP 75.01 TTUHSC Safety Programs and the IBC Bylaws, by checking “I Agree” you are confirming that all personnel handling this/these microorganisms have been appropriately trained in its use and emergency procedures related to accidents and/or exposure events. |
|  | [ ]  I Agree  |  |  |
| 2.2 Are there any relevant vaccines to declare? [ ]  Yes [ ]  No |
|  | List vaccines here if Yes: Click or tap here to enter text. |
| 3.0 Procedures & Storage |
|  |
| 3.1 Describe the procedures used with EACH microorganism and amount to be used per procedure:(Descriptions should include how it is grown, experiments, and volumes. Excess of 10L in one vessel for some microorganisms may require BSL3) |
| Click or tap here to enter text. |
|  |
| 3.2 Procedures will (check all that apply and list EACH microorganism beneath): | [ ]  Generate aerosols/dustClick or tap here to enter text. | [ ]  Involve sharpsClick or tap here to enter text. | [ ]  Potentially contaminate hands or clothingClick or tap here to enter text. |
|  | [ ] Other (Please provide an explanation per microorganism)Click or tap here to enter text. |
|  |  |  |
| 3.3 a) What room will EACH microorganism be stored in?Click or tap here to enter text. | b) What room will EACH microorganism be used in?Click or tap here to enter text. |
|  |  |  |
| 3.4 How much will be used at one time of EACH microorganism? |  Click or tap here to enter text. |
|  |  |
| 3.5 How frequently will you be using EACH microorganism (e.g. daily, weekly)?  | Click or tap here to enter text. |
|  |
| 3.6 Describe any hazards to laboratory workers (& LARC personnel):  | Click or tap here to enter text. |
| *(Risks generally include: ingestion, skin puncture, contact with mucous membranes [e.g., eyes, nose, mouth], contact with non-intact skin, exposure to aerosols generated during procedures)* |
|  |
| 3.7 List any constraints on this material as they apply to personnel: | Click or tap here to enter text. |
|  |  |
| 3.8 Personal Protective Equipment for all microorganisms: | List all PPE required to work with this microorganism(s); if not applicable state N/A.Click or tap here to enter text. |
|  |
| 4.0 Engineering Controls: |
| 4.1 a) Describe processes or procedures **established by the PI** for the purpose of reducing personnel exposure: |
| Click or tap here to enter text. |
| b) Describe any additional PPE: Click or tap here to enter text. |
|  |
| 4.2 Engineering Controls: | List EACH microorganism under your selection. |
| Containment: | [ ]  Open BenchClick or tap here to enter text. | [ ]  Fume HoodClick or tap here to enter text. | [ ]  Draft Shielded ScaleClick or tap here to enter text. | [ ]  Other (list below) |
|  | List Other here: Click or tap here to enter text. |
|  |  |
|  |
| 5.0 Animal Use: | [ ]  YES If used in animals identify risks related to use in animals [ ]  NO If no skip to section 6.0 |
| 5.1 | A. [ ]  Sharps hazard | B. [ ]  Aerosol hazard | C. [ ]  Hazards from animal waste, bedding, and/or cage handling | D. [ ]  Physical hazard from animal/lesions on animals related to agent |
| 5.2 | Describe means to mitigate hazards produced from section 5.1 for EACH microorganism(s): |
|  | 1. Sharps Hazard: Click or tap here to enter text.
 |
|  | 1. Aerosol Hazard: Click or tap here to enter text.
 |
|  | 1. Hazards from animal: Click or tap here to enter text.
 |
|  | 1. Physical Hazard: Click or tap here to enter text.
 |
|  |
| 6.0 Waste Disposal: Indicate what type of waste this agent will produce: |
| [ ]  Liquid | [ ]  Solid | [ ]  Contaminated Reusable Item | [ ]  Animal Tissue | [ ]  Animal Carcass | [ ]  Animal bedding/waste/cage |
|  | Only select the above if used in animals |
|  |  |
| 6.1 Describe how you will dispose of EACH waste selected above for EACH microorganism: |
| Liquid: | Click or tap here to enter text. |
| Solid: | Click or tap here to enter text. |
| Unused Agent: | Click or tap here to enter text. |
| Animal Waste: | Click or tap here to enter text. |
| (Specify for EACH type of animal waste) |  |

|  |  |
| --- | --- |
|  |  |
| 7.0 Accidental Cleanup Procedures: Describe methods to be used to address spills, including concentration and contact time of any cleaning or deactivating agents, spill kits and/or any other necessary supplies required for cleanup. |
| Describe appropriate PPE during cleanup: Click or tap here to enter text. |
|  |
| Describe procedure for spill clean-up: Click or tap here to enter text. |
|  |  |