PI's Name_____Date_____Bldg./Rm#_____

Animal Biosafety Level 3 (ABSL-3)

☐ Yes ☐ No 1. Is access to the animal facility limited or restricted only to those persons authorized for program or support purposes?

☐ Yes ☐ No 2. Does the laboratory or animal facility director establish policies and procedures whereby only persons who have been advised of the potential hazard and meet any specific requirements (e.g., immunization) may enter the animal room?

☐ Yes ☐ No 3. Is there a sign incorporating the universal biohazard symbol, animal biosafety level, general health requirements, PPE requirements, and list the name and telephone number of the animal facility supervisor or other responsible person(s) posted at the access door where infectious material and/or animals are housed or manipulated (at least 2 contact numbers required)?

☐ Yes ☐ No 4. Is a safety manual specific to the animal facility prepared or adopted in consultation with the animal facility director and appropriate safety professionals?

☐ Yes ☐ No 5. Do laboratory personnel receive appropriate training on the potential hazards associated with the work involved, the necessary precautions to prevent exposures, and the exposure evaluation procedures?

☐ Yes ☐ No 6. Do personnel receive annual updates, or additional training as necessary for procedural or policy changes?

☐ Yes ☐ No 7. Do animal care, laboratory and support personnel receive appropriate training regarding various tasks, procedures, hazards or exposures?

☐ Yes ☐ No 8. Is an appropriate medical surveillance program in place, based on the risk-assessment?

☐ Yes ☐ No 9. Are those persons who may be at increased risk of acquiring infection, or for whom infection might be unusually hazardous, **not** allowed in the animal room?

☐ Yes ☐ No 10. Are persons requiring respirators enrolled in the Respiratory Protection program?

☐ Yes ☐ No 11. Do animal care staff, laboratory and routine support personnel receive appropriate immunizations or tests for the agents handled or potentially present in the laboratory (e.g., hepatitis B vaccine or TB skin testing etc.)?

☐ Yes ☐ No 12. Are baseline serum samples from animal care and other at-risk personnel collected and stored when appropriate, considering the agents handled? Additional serum samples may be collected periodically depending on the agents handled or the function of the facility. The decision to establish a serologic surveillance program must take into account the availability of methods for the assessment of antibody to the agent(s) of concern. The program should provide for the testing of serum samples at each collection interval and the communication of results to the participants.

☐ Yes ☐ No 13. Does the safety manual describe procedures used to evaluate and treat exposure to infectious materials?

☐ Yes ☐ No 14. Are the exposure incident records maintained?

☐ Yes ☐ No 15. Are spills and accidents that result in overt exposures to infectious materials immediately reported to the laboratory director?

☐ Yes ☐ No 16. Are medical evaluation, surveillance, and treatment provided as appropriate?

☐ Yes ☐ No 17. Are written records of spills, accidents and exposure incidents maintained?

☐ Yes ☐ No 18. Is the policy of no eating, drinking, smoking, handling contact lenses, applying cosmetics, and storing food for human use in animal rooms being maintained?

☐ Yes ☐ No 19. Do persons who wear contact lenses in animal rooms also wear goggles or a face shield?

☐ Yes ☐ No 20. Do personnel wash their hands after handling animals, after removing gloves, and before leaving the areas where infectious materials and/or animals are housed or manipulated?

☐ Yes ☐ No 21. Are all procedures carefully performed to minimize the creation of infectious aerosols?

☐ Yes ☐ No 22. Are equipment and work surfaces routinely decontaminated after use or after any spill of viable materials?

With what? _____

☐ Yes ☐ No 23. Is an insect and rodent control program in effect?

☐ Yes ☐ No 24. Is entry to the contaminated area double-door, with an anteroom/ airlock and a changing room?

☐ Yes ☐ No 25. Is there an additional double-door access to the anteroom/is there a double-door autoclave for movement of supplies and waste into and out of the facility?

☐ Yes ☐ No 26. Is a shower available in the anteroom?

☐ Yes ☐ No 27. Do doors to animal rooms open inward, are they self-closing and self-locking and are they kept closed when experimental animals are present?

☐ Yes ☐ No 28. Are laboratory coats, gowns, or uniforms, gloves/double gloves worn while in the animal room? Based on the risk assessment, are eye, face and respiratory protection used in rooms containing infected animals?

☐ Yes ☐ No 29. Are disposable personal protective equipment appropriately removed before leaving the areas where infectious materials and/or animals are housed or manipulated, contained and decontaminated prior to disposal?

☐ Yes ☐ No 30. Are gloves changed when contaminated, torn, or when otherwise necessary? Are used gloves disposed of with other contaminated waste?

☐ Yes ☐ No 31. Are gloves worn outside the animal rooms?

☐ Yes ☐ No 32. Is a high degree of precaution taken with any contaminated sharp items, including needles and syringes, slides, pipettes, capillary

tubes, and scalpels?

☐ Yes ☐ No 33. Are needles and syringes or other sharp instruments restricted in the animal facility for use only when there is no alternative, such as for parenteral injection, blood collection, or aspiration of fluids from laboratory animals and diaphragm bottles?

☐ Yes ☐ No 34. Is plastic-ware being substituted for glassware whenever possible?

☐ Yes ☐ No 35. Are only needle-locking syringes or disposable syringe-needle units (i.e., needle is integral to the syringe) used for injection or aspiration of infectious materials?

☐ Yes ☐ No 36. Are used disposable needles never bent, sheared, broken, recapped, removed from disposable syringes, or otherwise manipulated by hand before disposal; rather, carefully placed in conveniently located puncture-resistant containers used for sharps disposal?

☐ Yes ☐ No 37. Are non-disposable sharps placed in a hard-walled container for transport to a processing area for decontamination, preferably by autoclaving?

☐ Yes ☐ No 38. Are syringes that re-sheathe the needle, needle-less systems, and other safe devices used when appropriate?

☐ Yes ☐ No 39. Is broken glassware never handled directly by hand, but removed by mechanical means such as a brush and dustpan, tongs, or forceps?

☐ Yes ☐ No 40. Is there a biological spill kit in the animal room?

☐ Yes ☐ No 41. Are all wastes from the animal room (including animal tissues, carcasses, and bedding) transported in leak-proof containers for disposal according to any local, state or federal regulations?

☐ Yes ☐ No 42. Are containers of contaminated needles, sharp equipment, and broken glass decontaminated before disposal, according to any local, state, or federal regulations?

☐ Yes ☐ No 43. Are cultures, tissues, or specimens of body fluids placed in a container that prevents leakage during collection, handling, processing, storage, transport, or shipping?

☐ Yes ☐ No 44. Are containment caging systems e.g. solid walls and bottom cages, HEPA-filter isolators, or open cages with inward airflow ventilated enclosures used to house infected animals to minimize the risk of infectious aerosols from the animals or their bedding?

☐ Yes ☐ No 45. Is the system alarmed to indicate operational malfunctions?

☐ Yes ☐ No 46. Are cages and animal bedding appropriately decontaminated, preferably by autoclaving, before they are cleaned and washed?

☐ Yes ☐ No 47. Is the cage-washing facility designed and constructed to accommodate high-pressure systems, humidity, strong chemical disinfectants and 180^{o}F water temperature during the cage cleaning process?

☐ Yes ☐ No 48. Are equipment and work surfaces decontaminated with an appropriate disinfectant on a routine basis, after work with infectious materials is finished, and especially after overt spills, splashes, or other contamination by infectious materials?

☐ Yes ☐ No 49. Is contaminated equipment decontaminated according to any local, state, or federal regulations before it is sent for repair or maintenance or packaged for transport in accordance with applicable local, state, or federal regulations, before removal from the facility?

☐ Yes ☐ No 50. Are animals not involved in the work being performed never permitted in the lab?

☐ Yes ☐ No 51. Are biological safety cabinets, other physical containment devices, and/or personal protective equipment (e.g., respirators, face shields) used whenever procedures with a high potential for creating aerosols are conducted? These procedures include necropsy of infected animals, harvesting of tissues or fluids from infected animals or eggs, intranasal inoculation of animals, and manipulations of high concentrations or large volumes of infectious materials?

☐ Yes ☐ No 52. Are restraint devices and practices (e.g. physical or chemical devices) used to reduce the risk of exposure during animal manipulations?

☐ Yes ☐ No 53. Is the animal facility designed and constructed to facilitate cleaning, decontamination and housekeeping? Floor, wall, and ceiling penetrations and openings around ducts and doorframes must be sealed.

☐ Yes ☐ No 54. Are floors slip-resistant?

☐ Yes ☐ No 55. Are floors, cabinets and bench tops impervious to liquids and resistant to chemicals?

☐ Yes ☐ No 56. Are chairs and other furniture in animal areas covered with non-porous material that can be easily cleaned and decontaminated?

☐ Yes ☐ No 57. Is laboratory furniture capable of supporting anticipated load and uses?

☐ Yes ☐ No 58. Are spaces between benches, cabinets and equipment accessible for cleaning?

☐ Yes ☐ No 59. Is there a hands-free hand-washing sink available at the exit of the areas where infectious materials and/or animals are housed or manipulated and in other segregated areas?

☐ Yes ☐ No 60. Is the sink trap appropriately disinfected? With what?

☐ Yes ☐ No 61. Are there any external windows in the facility? If present, are they sealed and resistant to breakage?

☐ Yes ☐ No 62. If floor drains are provided, are the drain traps always filled with water or a suitable disinfectant?

☐ Yes ☐ No 63. Is there an inward directional flow from “clean” areas toward “contaminated” areas in animal rooms compared to adjoining hallways?

☐ Yes ☐ No 64. Is the exhaust air discharged to the outside without being re-circulated to other rooms?

☐ Yes ☐ No 65. Is the exhaust air HEPA filtered or dispersed away from occupied areas and air intakes?

☐ Yes ☐ No 66. Can laboratory personnel verify that the direction of the airflow into

the lab is proper? Is there a visual monitoring device at the animal room entry indicating this? Are there audible alarms to notify personnel of HVAC system failure?

☐ Yes ☐ No 67. Is HEPA-filtered exhaust air from a Class II biological safety cabinet recirculated into the laboratory only if the cabinet is tested and certified at least annually?

☐ Yes ☐ No 68. Is the Class II BSC connected to the laboratory exhaust system by a thimble (canopy) or by direct (hard) connection? Is it certified, at least annually?

☐ Yes ☐ No 69. If the Class III cabinets are connected to the supply system, is it done in a manner that prevents positive pressurization of the cabinets or the laboratory room?

☐ Yes ☐ No 70. Is equipment that may produce aerosols contained in devices that exhaust air through HEPA filters before discharge into the laboratory?

☐ Yes ☐ No 71. Are these HEPA systems tested and/or replaced at least annually?

☐ Yes ☐ No 72. Is illumination adequate for all activities, avoiding reflections and glare that could impede vision?

☐ Yes ☐ No 73. Is emergency eye-wash and shower readily available?

Location:

☐ Yes ☐ No 74. Are the Animal Biosafety Level 3 facility design and operational procedures documented?

☐ Yes ☐ No 75. Is the facility tested for verification that the design and operational parameters have been met prior to operation?

☐ Yes ☐ No 76. Are the facilities re-verified, at least annually against these procedures as modified by operational experience?

☐ Yes ☐ No 77. Is additional environmental protection (e.g. personnel showers, HEPA filtration of exhaust air, containment of other piped services and the provision of effluent decontamination) considered if recommended by the agent summary statement, as determined by risk assessment of site conditions, or other applicable federal, state, or local regulations?

☐ Yes ☐ No 78. Are biological safety cabinets located away from doors, from room supply louvers, and from heavily-traveled laboratory areas?

☐ Yes ☐ No 79. Are incidents that result in exposure to infectious agents or materials are immediately evaluated, reported to the supervisor and the Biosafety Office?

☐ Yes ☐ No 80. Are vacuum lines protected with liquid disinfectant traps and HEPA filters/ Is the HEPA filter changed as needed?

☐ Yes ☐ No 81. Are filters replaced as needed? (An alternative is to use portable vacuum pumps (also properly protected with traps and filters).

☐ Yes ☐ No 82. Does the lab staff ship biological materials or Dangerous Goods?

☐ Yes ☐ No 83. If so, is the training certification current?

☐ Yes ☐ No 84. Does the laboratory work involve Blood and/or OPIM or animals infected with these? If so, is the BBP training certification current?

☐ Yes ☐ No 85. Is there an autoclave available where the biohazard in the animal room is contained?

Autoclave	**Decon methods**	**Spill/Cleaning**
Location:_____ Testing freq:_____	_____ _____	_____ _____

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

Lab Technician: _____

EH&S Reviewer: _____