APPENDIX A-1: IBC Inspection Form

IBC LABORATORY BIOSAFETY INSPECTION

<table>
<thead>
<tr>
<th>YES</th>
<th>NO</th>
<th>N/A</th>
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Principal Investigator __________________________ Department __________________________

Laboratory Building/Room No. __________________________ Date __________________________

Biological Agent(s) __________________________

Health Concern __________________________

Inspected By __________________________

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This inspection is based on an Annual Inspection dated:

- Principal Investigator or research staff involved in the project were present for the inspection.
- Puncture-resistant containers are available for disposal of contaminated sharps.
- Biohazard waste remains covered at all times unless inside the biological safety cabinet.
- Durable leak proof containers are available for disposal of all non-sharp contaminated materials.
- Laboratory coats, gowns, or uniforms are available and have a place for storage in the laboratory when not in use.
- Appropriate gloves are available for the work to be performed.
- Access to the laboratory is limited by the Principal Investigator.
- A hazard warning sign is posted outside of the laboratory entry stating the following: Infectious agent, name and telephone number of responsible person, and requirements for entering the laboratory.
- A Biosafety Manual and specific standard operating procedures for the infectious agent are located in the laboratory and have been read by all personnel involved in these experiments.
- Appropriate and certified biological safety cabinet(s) are available in the laboratory and have been certified within the last 12 months.
- Centrifuges used in the open laboratory have sealed heads or centrifuge safety cups.
- Vacuum lines are protected with a double-trap and in-line filter between the last trap and vacuum source.
- Each laboratory contains a sink for hand washing.
- An emergency eyewash facility is readily available.
- An autoclave for decontaminating infectious laboratory wastes is available.
- Equipment and work surfaces are appropriately decontaminated.
- All appropriate training has been completed and is up to date.

Revised: 7/30/2014