



INDIANA UNIVERSITY

PUBLIC SAFETY
Environmental Health and Safety

Biology 505 Laboratory Biosafety Guidelines

These guidelines apply to all users of the SHARED Biology 505 research laboratory. The guidelines presented below will help to ensure that all users of the facility are following safe practices when handling biological materials. There is a wide range of BSL2 materials handled in this space. All users must follow the below guidelines. **Failure to follow guidelines will result in revoked access to the facility.** Be aware that this facility undergoes unscheduled inspections.

Policies and Procedures

- Each user is responsible for the material they bring into the facility.
- Live biological material being transported to and from the facility must be in a labeled, leak proof secondary container.
- Proper PPE (gloves, lab coats, closed-toed shoes) must be worn. Use gloves when manipulating biological material but remove them before touching equipment or door handles. If you must put on gloves to do something, then consider them to be contaminated when you are done.
- Chemical and biological waste must be kept separate. To dispose of chemical waste, contact Environmental Health and Safety (812-855-2004 | iuehs@indiana.edu)
- All biological waste generated in BB 505 must be placed in a labeled biohazard waste container in the laboratory. This includes all gloves, pipette tips and inoculation sticks.
- All waste must be placed in plastic bags that line the bin – not into the empty bin itself. Bins must not be allowed to overflow with waste - at no time should waste be left on the floor or any other surface. Waste must be removed and appropriately treated on a regular basis - accumulation of unautoclaved bags in 505 is not permitted.
- Facilities does not remove any waste (hazardous or non-hazardous) from the room or the hallway. Waste removal is the responsibility of the generator. Biowaste must be properly packed, placed into a bin, loaded onto a cart, and autoclaved. After autoclaving waste should be taken back to your lab for disposal (BSL-1) or left in autoclave room for disposal (BSL-2). Non-hazardous waste needs to be packaged and taken to your lab for disposal.
- Users are responsible for wiping down/decontaminating equipment and surfaces with appropriate disinfectant after each use when handling biological material. In case of a biohazard spill, users are required to follow appropriate spill procedures for the material they are using.
- It is the responsibility of each user to ensure that the facility stays clean and in good working order. Continuing violations may lead to interruptions or closure of the space.
- If issues are noticed in the space, contact the facility manager or EHS Biosafety.

Contacts

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Thank you for
your
cooperation!