

Applicant/JBK Ref No.:	Inspector:
Premise:	Date:
Principal Investigator:	Time:

Check (✓) in the appropriate box that best describes the laboratory in which work will be performed.

A. Laboratory Facilities		Yes	No	NA	Details / Comment
1.	Is a universal biohazard symbol for BSL 1 posted at the entrance of the laboratory? Do the sign include name, and phone number of the laboratory supervisor or other responsible personnel?				
2.	Do laboratories have a sink for hand washing?				
3.	Is furniture in the laboratory capable of supporting anticipated loads and uses?				
4.	Are spaces between benches, cabinets and equipment accessible for cleaning?				
5.	Are bench tops impervious to water and resistant to heat, organic solvents, acids, alkalis, and other chemicals?				
6.	Is furniture including bench tops in the laboratory covered with a non-porous material that can be easily cleaned?				
7.	Are laboratory windows that are open to the exterior fitted with screens?				
8.	Is an autoclave for pre-treatment of laboratory wastes is available?				
9.	Is an eyewash fountain is readily available in the laboratory?				
10.	Is an effective integrated pest management program in place and managed appropriately?				
B. Safety Equipment		Yes	No	NA	Details / Comment
11.	Is there first aid kit available?				
12.	Are suitable PPE available and used by laboratory personnel?				
13.	Is there any storage equipment to keep GM materials (example refrigerator)				
14.	Are the equipment is regularly maintained?				

Inspection Checklist: Biosafety Level 1

Department of Biosafety

15.	Is there a fume hood for working with hazardous chemicals?				
C. Work Practices		Yes	No	NA	Details / Comment
16.	Is there any bio hazardous materials handled in the laboratory?				
17.	Do personnel wash their hands before leaving the lab?				
18.	Are mechanical pipetting devices used?				
19.	Is there a signage available for prohibiting from eating, drinking, smoking, handling contact lenses, applying cosmetics, and storing food for human consumption in the lab?				
20.	Are work surfaces decontaminated with an effective disinfectant on completion of work especially after spills or splashes of bio hazardous material?				
21.	Is a sharp bin available for disposal of and all syringes /needles/ sharps?				
22.	Are re-usable sharps properly cleaned and disinfected?				
23.	Is there a biological spill kit available?				
24.	Are all wastes that are contaminated with bio hazardous materials autoclaved for decontaminated?				
25.	Have all personnel been provided information about hazards and risk about their work activity?				
26.	Are laboratory wastes segregated into dedicated waste bins and labelled properly?				
D. Records and Documents For :		Yes	No	NA	Details / Comment
27.	Procurements and transfers of GMO/LMO				
28.	Biological material / LMO inventory				
29.	SOPS for contained use activity				
30.	Staff training and competency				
31.	Equipment maintenance				
32.	Decontamination and validation				

Additional comments/observations and recommendation :

Inspector's signature:

Date: