

**Laboratory Biosafety Checklist**  
**Biosafety Level 3**

*Note: Review checklist for Biosafety Level 2 since all BSL2 practices apply as well as BSL3.*

Date \_\_\_\_\_

Laboratory Location \_\_\_\_\_  
Responsible Individual \_\_\_\_\_

(Queries are based on the Biosafety Level 3 Section of the *Biosafety in Microbiological and Biomedical Laboratories*, 5th Edition, 2007.)

Circle the response that best describes the laboratory in which work will be performed.

NA = not applicable

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**A. Standard Microbiological Procedures**

*(All practices for Biosafety Level 2 must be followed. See checklist for BSL2 laboratories.)*

**B. Special Practices**

*(All practices for Biosafety Level 2 must be followed. See checklist for BSL2 laboratories)*

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| 1. The Laboratory Director is responsible for ensuring that all personnel working at Biosafety Level 3 containment have demonstrated proficiency in practices and techniques used in at BSL3 | Yes, No, NA |
| 2. All open manipulations involving biohazardous materials are conducted in a biological safety cabinet.   | Yes, No, NA |
| 3. Spill procedures are developed and posted in the laboratory. Spill kits are stocked and available.  | Yes, No, NA |
| 4. Entrance and exit procedures are posted at the entrance into and exit from the laboratory.  | Yes, No, NA |
| 5. Each BSL3 containment module posts the biohazardous agent(s) present and the name and emergency contact information for individual(s) utilizing the containment module.                   | Yes, No, NA |

**C. Safety Equipment (Primary barriers)**

*(All practices for Biosafety Level 2 must be followed. See checklist for BSL2)*

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| 1. Personal protective equipment such as solid-front or wrap-around gowns, shoe covers, face shields or safety glasses, and gloves are worn by all workers when accessing the BSL3 laboratory.             | Yes, No, NA |
| 2. Respiratory protection (eg.,N-95 respirators) are available.  | Yes, No, NA |
| 3. Laboratorians have been fit tested for respiratory protection   | Yes, No, NA |
| 4. The biosafety cabinet is located away from the door, from the room air supply louvers, and from heavily-traveled laboratory areas.  | Yes, No, NA |
| 5. Exhausted air from the biological safety cabinet is re-circulated (fully or partially) into the room (Class II, Type A or Type A2 [B3] connection).<br>If yes, a HEPA filter is present on the cabinet. | Yes, No, NA |

**D. Laboratory Facilities (Secondary barriers)**

*(All practices for Biosafety Level 2 must be followed. See checklist for BSL 2)*

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| 1. The BSL 3 laboratory is separated from areas that are open to unrestricted traffic flow within the building.   | Yes, No, NA                              |
| 2. Access to the BSL 3 laboratory is restricted by a key, card key, punch code, or other means.   | Yes, No, NA                              |
| 3. Entry into the BSL 3 laboratory from an access corridor is through a series of two interlocking and self-closing doors.  | Yes, No, NA                              |
| 4. The BSL3 laboratory contains a hands-free or automatically operated sink for hand washing located near the room exit door.   | Yes, No, NA                              |
| 5. The interior surfaces of walls, floors, and ceiling are constructed for easy cleaning and decontamination.   | Yes, No, NA                              |
| 6. Penetrations in floors, walls, and ceiling surfaces are sealed i.e., outlets, switches, and fixtures.  | Yes, No, NA                              |
| 7. All windows in the laboratory are closed and sealed.   | Yes, No, NA                              |
| 8. Infectious waste is decontaminated in the laboratory prior to disposal.<br>If yes, list the method of decontamination.<br>If yes, list verification method for decontamination.<br>If no, biohazardous waste is transported out of the laboratory in properly sealed containers.               | Yes, No, NA<br>_____<br>_____<br>Yes, No |
| 9. The exhaust air ventilation system of the laboratory provides directional airflow with is negative pressure to the outside and records are available to show that the airflow has been electronically monitored within the last 12 months for the presence of adequate pressure differentials. | Yes, No, NA                              |

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| 10. A visual monitoring device is provided at the laboratory entry to verify that the direction of airflow is operating properly.   | Yes, No, NA |
| 11. An audible alarm for the room exhaust system is available to notify personnel of an exhaust system failure.                     | Yes, No, NA |
| 12. Aerosol producing equipment is contained in devices that exhaust air through HEPA filters before discharge into the laboratory. | Yes, No, NA |
| 13. Vacuum lines are protected with liquid disinfectant traps, HEPA filters, or their equivalent.                                   | Yes, No, NA |

**E. Laboratory Facilities (Engineering Controls)**

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| 1. Hard ducted biological safety cabinets (Class II, Type B2) are connected to the exhaust system in such a way as to prevent positive pressurization.  | Yes, No, NA                                  |
| 2. Hard ducted (Class II, Type B2) and thimble-connected (Class II, Type A2) biological safety cabinets are exhausted through the building exhaust in such a way as to not interfere with the air balance of the other cabinets or the building exhaust system.                                 | Yes, No, NA                                  |
| 3. A dedicated exhaust fan system is available for the laboratory.<br>If no, a written detailed description of the exhaust system is available to show that the system does not pose a risk of contamination to other areas with which it is connected.   | Yes, No, NA<br>Yes, No                       |
| 4. A back-up exhaust system is available if mechanical problems occur with the primary system.<br>If no, a detailed procedure is available to describe how personnel are to respond to a failure in the system to prevent personnel and environmental exposure.                                 | Yes, No, NA<br>Yes, No                       |
| 5. The outside room exhaust is HEPA-filtered.<br>If yes, a procedure is available to monitor filter integrity on a routine basis.<br>If yes, a procedure is available to remove and dispose of used filters.<br>If no, the exhausted air is dispersed away from occupied areas and air intakes. | Yes, No, NA<br>Yes, No<br>Yes, No<br>Yes, No |