

Standard Operating Procedure

Subject: Biosafety Level 3 Facility Operations

DAR SOP#: 400-14

- X Laboratory and animal biosafety level 3 practices must be followed (Biosafety in Microbiological and Biomedical Laboratories, HHS publication no. (CDC) 93-83 95, 3rd edition, May 1993.)
- X Reference should be made and followed for specific precautions described on summary statements for agents used in the facility.
- X **This room should be attended last!**
- X **Do not enter other animal rooms the same day after entering the BSL-3 facility!**
- I. Entry Requirements
 - A. Personal protective equipment required:
 1. Surgical scrubs
 2. Booties.
 3. Disposable gown.
 4. Head cover.
 5. N-95 respirator.
 7. Gloves.
 8. Goggles.
 - 2. Sign in on the room entry log.
- II. Exit Procedures
 - A. No same day entry to other animal rooms.
 1. Wash hands in animal room.
 2. Remove and deposit protective clothing in the waste receptacle at the laboratory door just before exiting (booties, gown, head cover, mask, gloves).
 3. Wash hands in locker room.
 4. Shower is optional.
 - B. Same day entry to other animal rooms required (because of extenuating circumstance).
 1. Follow the steps II. A. 1.- 3. above.
 2. **Shower is required.**
 3. **Complete change of clothes.**
- III. Work Practices
 - A. Laboratory Procedures.

1. All procedures will be performed carefully to minimize creation of aerosols.
2. All manipulations involving infectious materials will be conducted in a biological safety cabinet.
3. Spills of infectious materials will be decontaminated using disinfectant (Expose, 1oz/gal).
4. Spills and accidents which result in potential exposure should be reported immediately to the Principal Investigator, Director of the Division of Animal Resources, and the Biosafety Officer.

X	DAR:	7-7423
X	Biosafety Office	7-5688
X	Emory Police*	7-6111

(*Emory Police can provide assistance in locating DAR staff.)

5. Before leaving the laboratory, personnel should wipe work surfaces and counter tops with disinfectant (i.e. Expose, 1oz/gal).
6. At the end of each day, DAR staff should wipe the door (handles/plates) and mop the floor using (i.e. Expose, 1oz/gal).
7. Contaminated, non-reusable materials should be placed in hamper/autoclave bag. The DAR staff will autoclave all bagged material.
8. Animal carcasses for disposal must be double bagged and placed in container marked "Animal Carcasses." DAR staff will spray with disinfectant and remove through wash room, and place in cooler in biohazard box for incineration.
9. An MDT (Castle) Steam Sterilization integrator strip must be placed with each batch of materials that is autoclaved. The indicator strip must indicate sterilization before materials are removed through wash room (the soiled side).
10. The autoclave should be tested monthly, using a biological indicator which has been included in a typical waste load. The DAR laboratory staff should maintain a file on the results of the tests.
11. Mice will be housed in microisolator cages with flat, metal frame wire lids, and contact bedding unless otherwise specified.
12. All animal work is to be done in a biosafety cabinet, including cage changes. The safety cabinet should be wiped down with disinfectant after use.
13. Discard water from used bottles into a container with a (non-diluted) solution of disinfectant. This solution should be discarded in the sink drain.
14. Waste Management: Research should leave bottles in soiled cages. Otherwise WBRB G39 suite: Cages should be stacked nested on a material handling cart and autoclaved in the pass-through autoclave in the suite. Likewise, bottles should be removed from the pass-through autoclave and taken to the cage wash facility on the floor below.

Rollins G13 Suite: DAR should place the empty used bottles and tubes in separate autoclave bags. Place intact soiled cages in an autoclave bag. Seal the bags with a rubber band. Bags of soiled material should be placed in the autoclave, the rubber band removed, and autoclaved on the instrument cycle (vacuum cycle 135EC for three minutes, without dry time). Autoclaved materials should be removed through the adjacent cage wash room (the soiled

side).

15. Reusable equipment that cannot be autoclaved should be thoroughly decontaminated with disinfectant before removal.

B. Occupational Health Practices.

1. All personnel working in this facility must receive training in biosafety by the Biosafety Officer, DAR Director (or the designee) and the Principal Investigator before beginning work in the laboratory.
2. Personnel working in the facility must be a participant in the Occupational Health Program for persons working with laboratory animals.

1. Unscheduled Mechanical Failure

Possibly caused by:

- § Fire
- § HVAC - shuts down (if exhaust shuts down then supply should be turned off)
- § Spill - contain and mediate if practical

§ Notification

Division of Animal Resources	7-3248
Main Facility Management Switchboard	7-7463
Environmental Health and Safety Office	7-5688

§ Individuals working in the ABSL3

§ **Ambulatory** individuals should leave the laboratory following the exit procedures of the SOP.

§ **Non-ambulatory** individuals will be appropriately decontaminated by co-workers, other DAR employees or trained individuals.

§ If the ABSL3 laboratory becomes positive to the anteroom, but the anteroom continues to remain negative to the public corridor, then evacuation of the floor is not needed. If the ABSL3 laboratory and the anteroom go positive to the public corridor, then evacuation of the floor needs to be considered.

4. Once the ABSL3 is ready for operation, the EHSO should be notified.

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