

Division of Research and Sponsored Programs

Office of Grantsmanship and Compliance

Biosafety Committee

Biosafety in the Laboratory Policy

Adopted: January 21, 2010

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TUSKEGEE UNIVERSITY

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Code of Federal Regulations

Title 29: Labor

Part 1910-Occupational Safety and Health Standards

Subpart Z - Toxic and Hazardous Substances

1910.1450 Occupational Exposure to Hazardous Chemicals in Laboratories.

SCOPE AND APPLICATION: This section shall apply to all employees engaged in the laboratory use of hazardous chemicals and biological agents. Tuskegee University's Biosafety Committee (TUBC) develops and implements policies relative to research laboratories. TUBC has the authority to inspect research laboratory for compliance and recommend sanctions for violations to the Vice President for Research and Sponsored Programs for enforcement. The University Safety Officer has the responsibility to inspect research facilities on campus for safety and make recommendations to the provost for corrective actions. It is the policy of the Biosafety Committee that all employees engaged in laboratory work strictly adhere to the following practices as outlined in the aforementioned regulation. All employees working in a laboratory must develop, encourage, and adhere to safe habits and avoid unnecessary exposure to chemicals and biological agents by any route. Research faculty and technologists/technicians are fully responsible for the implementation of and adherence to this and other policies governing laboratory practices. Hence, research faculty and technologists must understand established policies/guidelines and ensure that personnel in laboratories assigned to them both understand and observe such policies/guidelines.

Specifically, laboratory personnel shall:

- Observe standard precautions outlined in the Laboratory Health and Safety Plan;
- Follow established protocol for each laboratory procedure;
- Allow only authorized trained adult personnel to enter the laboratory, (children are not allowed in laboratories, unless they are participating in approved programs);
- Wash hands upon entering the laboratory;
- Wear liquid resistant disposable or approved laboratory lab-coat;
- Wear closed liquid resistant shoes at all times in the laboratory (avoid sandals, open toe shoes, perforated shoes, or sneakers);
- Not smell or taste chemicals or any other laboratory substance;
- Use volatile, toxic chemicals only inside an approved fume hood;
- Store chemicals according to the segregation scheme (i.e., state and hazard classes) that keep incompatible chemicals apart, not alphabetically;
- Store volatile and toxic chemicals inside an approved cabinet;
- Date chemicals as received, used, in use, or expired with date;
- Wear appropriate gloves when the potential for contact exists. Inspect gloves and test glove boxes before use;
- Use only those chemicals or biological agents for which the quality of the available ventilation system is appropriate, i.e., chemical fume or biological safety hood;
- Not eat, drink, chew gum, or apply cosmetics in the laboratory; wash hands before conducting these activities;
- Avoid storage, handling or consumption of food or beverages in storage areas, refrigerators, glassware or utensils which are also used for laboratory operations;
- Handle and store laboratory glassware with care to avoid damage, and refrain from utilizing any damaged glassware;
- Dispose sharp and puncturing objects, including broken glass in an approved SHARPS or broken glass container, not in a regular waste receptacle;
- Dispose biohazard waste in appropriately labeled biohazard bags or containers;
- Store biohazard waste appropriately in the laboratory until disposed of, not outside the laboratory in the corridors or any area with public access;
- Label waste (chemical or biological) as to its actual content (example: picric acid), not as the "name of the experiment" waste;
- Dispose of chemicals (especially corrosives and volatiles) according MSDS, Never into the drains;
- Wash hands before leaving the laboratory;
- Avoid practical jokes or other behaviour which might confuse, startle or distract another worker;
- Not use mouth suction for pipetting or starting a siphon;
- Confine long hair and loose clothing;
- Keep the work area clean and uncluttered, with chemicals and equipment being properly labeled and stored, clean up the work area upon completion of an operation or at the end of each day;
- Assure that appropriate eye protection is worn by all persons, when appropriate;
- Use appropriate respiratory equipment when air containment concentrations are not sufficiently restricted by engineering controls, inspecting the respirator before use;
- Use any other protective and emergency apparel and equipment as appropriate;
- Avoid use of contact lenses in the laboratory unless necessary, if they are used, inform supervisor so special precautions can be taken;
- Remove laboratory coats immediately upon significant containment; and
- Not wear Personal Protective Equipment (PPE) outside of the laboratory.

PENALTY: VIOLATION OF ANY OF THE ABOVE ITEMS WILL BE SUBJECT TO THE FOLLOWING:


First Violation: Oral warning, immediate correction of the violation, and documentation of the violation and corrective action.

Second Violation: Written reprimand and immediate correction of the violation.


Third Violation: Suspension of laboratory research activities for 30 days and report submitted to Tuskegee University's Misconduct Committee.

****In case of Emergency contact:** Wilbert Anderson, University Safety Officer at 334-552-1299


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