

APPENDIX 7: LABORATORY BIOHAZARD WASTE MANAGEMENT CHECKLIST

Y : Yes
 N : No
 NA : Not available

Y N NA

1.0 Personal Protective Equipment (PPE)

1.1	PPE is worn by Person in Charge (PIC) during biowaste handling (Section 4.0).			
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2.0 Solid Waste

2.1	All sharps (SECTION 5.1.1) are placed in sharp bin, labelled with the word "Biohazard" and "Sharps".			
2.2	All solid biological wastes (non-sharp) are placed in dedicated bin lined with Autoclavable waste-bag.			
2.3	Autoclavable waste-bag have the word "Autoclave" and labelled with universal biohazard symbol.			
2.4	Only non-sharp solid biological wastes (SECTION 5.2.1) are placed in Autoclavable waste-bag (i.e. content of bag is not mixed with domestic solid wastes).			
2.5	Only domestic solid wastes (SECTION 5.4.1) are placed in bin for land-fill disposal (i.e. content is not mixed with solid biological waste).			

3.0 Liquid Waste

3.1	All liquid biological wastes (SECTION 5.3.1) for autoclave are in primary container with loose cover (e.g. Schott bottle, universal bottle, beaker covered with aluminum foil).			
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4.0 Animal waste

4.1	Laboratory animal carcasses are separated from other animal solid wastes (i.e. bedding).			
4.2	Laboratory animal carcasses are securely packed in puncture-proof and leak-proof plastic bag and kept frozen until collection for disposal by incineration.			
4.3	Animal solid wastes other than carcasses are placed in Autoclavable waste-bag and treated as solid biological waste.			

5.0 Autoclave

5.1	Autoclave is in clean condition.			
5.2	Autoclave operation is periodically validated using appropriate spore-inactivation methods. (Proof of valid operation is provided)			
5.3	Autoclave is correctly loaded to allow through steam penetration of wastes (SECTION 7.0).			

		Y	N	NA
5.4	Autoclave of liquid wastes is done at temperature and length of time intended for the volume of liquid waste (SECTION 7.1.2). (This can be shown using operation log of treatment and load size).			
5.5	Primary containers of liquid waste are placed in secondary container (e.g. open and deep Autoclavable receptacle) to collect overflow during autoclave .			
5.6	The cover of primary containers for liquid waste (bottle caps/aluminum foils) are loosely attached during autoclave to allow penetration of steam.			
5.7	All Autoclavable waste-bag is correctly packed and opened during autoclave to allow penetration of steam (SECTION 7.1.3).			
5.8	Autoclavable waste-bag is closed and secured with tape/cable tie after autoclave .			

6.0 Temporary Storage

6.1	Sharp bins are placed in secured BSL1 or BSL2 lab until scheduled pick-up for incineration by approved contractor.			
6.2	Autoclaved solid biological wastes are placed in secured designated storage (SECTION 11.1) until scheduled pick-up for incineration by approved contractor.			

7.0 Transport

7.1	All wastes are double contained in non-porous, solid sided and covered receptacle.			
7.2	When trolley is used, trolley has lip to prevent containers from sliding off.			

8.0 Disposal

8.1	Autoclaved liquid biological wastes are disposed to laboratory sink immediately after autoclave (i.e. no lag time between after autoclave and disposal that allowed growth of microorganism).			
8.2	Autoclaved solid biological wastes are packed in yellow bag with the word "Incineration" and standard biohazard symbol after autoclave .			
8.3	Yellow bag for incineration is secured with tape/cable tie and tag with biohazard information card .			

9.0 Mixed Waste

9.1	Appropriate waste management procedure was approved by Health and Safety Officer and Facility Manager.			
9.2	Disposal method is determined based on hazardous component posing the highest risk.			

