

C. Good Microbiological Practice

LAB/ROOM:

INSPECTED BY:

DATE:

Item	Subject	Yes, No N.A.	Comment
C1	Is the laboratory easy to clean?		
C2	Are bench surfaces impervious to water and resistant to chemicals and disinfectants?		
C3	Are benches clean and uncluttered?		
C4	Is the laboratory door closed when work is in progress?		
C5	Are procedures performed so as to minimise the production of aerosols?		
C6	Are personnel trained appropriately?		
C7	Is a local code of practice available?		
C8	Are standard operating procedures available?		
C9	Are biohazard signs displayed appropriately?		
C10	Are hands washed after handling viable materials and also before leaving the laboratory?		
C11	Are effective disinfectants available for immediate use in the event of a spillage?		
C12	Are bench tops cleaned after use?		
C13	Are used laboratory glassware and other materials awaiting disinfection stored in a safe manner?		e.g. pipettes totally immersed
C14	Is the use of sharps avoided?		
C15	Are contaminated syringes and sharps disposed of in a "sharps bin"?		
C16	Are materials for disposal transported in robust and leakproof containers?		
C17	Is eating, drinking, applying cosmetics etc allowed in the laboratory? Does anyone mouth pipette?		
C18	Are laboratory coats or gowns worn in the laboratory and removed when leaving ?		
C19	Is personal protective equipment (PPE), including protective clothing, - stored in a well defined place? - checked and cleaned at suitable intervals?		
C20	Are all accidents and incidents reported immediately to and recorded by the person responsible for the work or other delegated person?		
C21	Is there a written, widely available, policy on access to the laboratory?		
C22	Are risk assessments for the work freely available and have they been read?		

Endorsed By _____ Date _____

Signature & Name