Transportation and Movement of Biohazards

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# Purpose

<<<< This SOP is left in DOCX format so that you may edit it for your own laboratory>>>

The purpose of this SOP is to lay out the responsibilities, equipment and procedures required for transportation and movement of biohazardous materials.

# Scope

This SOP applies to all persons requiring to transport and move biohazards and their supervisors.

# Responsibilities

## Supervisors

Supervisors are responsible for:

* **Reviewing this SOP on a regular basis. Review is to consider and mitigate the risks of spill, loss of containment and exposure or other harm. Refer to Performing Risk Assessments SOP.**
* Providing the equipment required for transportation and movement of biohazards
* Replace or allow replacement of any broken equipment
* Ensuring that all workers under their supervision are trained on and are proficient in performing the step of this SOP.

## Workers

Workers are responsible for:

* Following this SOP as approved by their supervisor
* Reporting any broken equipment immediately to their supervisor

# Equipment Needed

* Primary containment device
* Secondary containment device
* Ziplocks
* Biohazard sticker
* Tape or parafilm

# Definitions

## Movement

The action of moving (e.g., bringing, carrying, leading, relocating) people, material (including infectious material or toxins), or animals from one physical location to another physical location in the same building. This can include movement within the same containment zone, to a different containment zone, or to another location within the same building. Movement includes samples going to another lab or biohazard waste going to a waste closet.

## Transportation

The act of transporting (e.g., shipping or conveyance) infectious material or toxins to another building or location (i.e., different address), within Canada or abroad, in accordance with the Transportation of Dangerous Goods Act and Regulations. Transportation includes samples going to another lab or biohazard waste being picked up from the waste closet and delivered to the disposal company.

# Movement of Biohazards on Campus

1. Sample to be in a primary containment device such as a falcon or microfuge tube
2. Primary containment device to be
	1. Leak-proof
	2. labelled for sample identification
	3. surface decontaminated
	4. secured to prevent release of the biohazard (i.e. with tape or parafilm)
3. If using culture plates or flasks, which cannot be sealed, place the vessel in a zip-lock bag, which will be the primary containment device.
4. The primary containment device is placed in a secondary containment device.
5. The secondary containment device is:
	1. made of durable plastic
	2. easy to decontaminate
	3. gasket sealed by pressure or screw-cap
	4. labelled with the biohazard symbol; small biohazard stickers can be obtained from the biosafety office; contact hainesk@mcmaster.ca
	5. surface decontaminated
6. Large samples to be transported on cart
7. Movement of biohazards may be prohibited based on import permit restrictions

# Transportation of Biohazards

1. Packaged according to TDG regulations
	1. McMaster’s TDG program
	2. <http://www.workingatmcmaster.ca/med/document/RMM-505-Transportation-of-Dangerous-Goods-1-36.pdf>
2. Packager should be or be supervised by someone TDG trained
	1. TDG (infectious substances) training on Mosaic <https://mosaic.mcmaster.ca>
	2. once completed, TDG cards picked up in FHS safety office
	3. contact mbso@mcmaster.ca for more information
3. Requires customs documentation if transported outside of Canada
	1. contact customs@mcmaster.ca for information
	2. use notification form <https://biosafety.mcmaster.ca/biosafety_notification.php>
4. Requires notification of the Biosafety Officer when transported to another institution
	1. Use notification form <https://biosafety.mcmaster.ca/biosafety_notification.php>

# Spill Procedures

1. In the event of an accident, the biohazard is contained by the secondary container.
2. Bring the secondary container back to a BSC if the sample inside is required to be retrieved.
3. If not, discard the sample and primary container in the biohazard waste container in the BSC according to SOPs.
4. Decontaminate the secondary container using a disinfectant effective against the biohazard.
5. Wash the secondary container prior to re-use.

# References

1. [Canadian Biosafety Standards (CBS) 2nd Edition](http://canadianbiosafetystandards.collaboration.gc.ca/cbs-ncb/index-eng.php)
2. [RMM-505](http://www.workingatmcmaster.ca/med/document/RMM-505-Transportation-of-Dangerous-Goods-1-36.pdf)