Post Emergency Biological Check

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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 and procedures required for the biosecurity of biologicals post-emergency.

# Scope

This SOP applies to all persons prescribing and requiring to use biologicals.

# 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.**
* Ensuring the biological storage equipment is in good working order.
* Ensuring that all workers under their supervision are trained on and are proficient in performing the steps 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

* Biological inventory.

# Emergencies

1. This SOP is referring to any emergency where evacuation or movement of staff or public may occur.
2. This SOP includes any emergency were a secure location may have been left unsecure at the time of the emergency.

# Post Emergency Biological Check

1. After an emergency situation, inspect all storage units which contain biologicals both inside and outside of the containment zone.
2. Fridges, freezers, liquid nitrogen dewars, cold rooms, warm rooms and incubators.
3. Look for breaches in locking mechanism.
4. Look for disordered items inside the unit.
5. Look for any indication that the unit has been entered by unauthorized persons.
6. If a theft is suspected, conduct an inventory check to determine if items were stolen and how much was stolen.
7. If damage to the storage unit is evident, determine if a biological release may have occurred.

# Theft Response

1. If theft of a biological is determined take immediate action to re-secure the storage unit or the room.
2. Report the theft to your supervisor immediately.
3. Report the theft to the biological safety officer or the biosafety office immediately.
4. Complete an incident report per RMM1000.

# Release Response

1. If a release of biological is determined, follow your laboratory’s spill response protocol.
2. Complete an incident report per RMM1000.