

OHS077**Containment Facility
Decommissioning****UNSW**
THE UNIVERSITY OF NEW SOUTH WALES

Date Facility due to be Decommissioned :	Date Decommissioned:
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School:	Building:	Room number:
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Brief description of Task	
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Decontamination Procedure for Risk Group 1 and 2 biological agents Note: The following Checklist must be completed and signed by the person responsible for managing the above area.	Tick when complete
1. Complete a risk assessment on the decommissioning process	<input type="checkbox"/>
2. Ensure all biological culture, material and waste is removed and decontaminated	<input type="checkbox"/>
3. Select a disinfectant appropriate for the agent(s) in use. For example, although a quaternary ammonium compound would be adequate for <i>E. coli</i> , it would not be effective for <i>Mycobacterium tuberculosis</i> , for which one would want a phenolic-based disinfectant.	<input type="checkbox"/>
Disinfectant used (list disinfectant used see AS2243.3:2002 Appendix E)	<input type="checkbox"/>
4. Identify areas that need to be disinfected. These include benchtops, floors, surfaces of equipment, and other potentially contaminated places (hoods, waterbaths, centrifuges, refrigerators, incubators, walls, sinks etc). Areas/items decontaminated (list areas)	<input type="checkbox"/>
5. Wear personnel protective equipment (long-sleeve lab coat and gloves). You want a barrier between yourself and the disinfectant chemical(s). (see risk assessment)	<input type="checkbox"/>
6. If the disinfectant in use does not contain a surfactant, wash the areas to be decontaminated with soap (detergent) and water first to remove oily dirt that may prevent the disinfectant from contacting and killing the microorganisms.	<input type="checkbox"/>
7. Pour the disinfectant on the areas to be decontaminated or onto towelling. Rub the areas and repeat. Let a film of disinfectant remain on the surface to air dry. If using a phenolic-based compound, follow up with a water rinse to remove the residual phenolic (if desired). For this procedure to be effective, the disinfectant must contact the organism and be in contact for a sufficient time to kill (see manufacturers recommendations).	<input type="checkbox"/>
8. List any other procedural requirements identified by the local area	<input type="checkbox"/>
9. Remove PC2 signage from access doors (and any other relevant signage)	<input type="checkbox"/>
10. At the completion of the work, the Laboratory Clearance Certificate is to be retained by the Manager and School.	<input type="checkbox"/>
11. This document must be maintained as part of your School / Unit OHS records.	<input type="checkbox"/>

I certify that the area (above) has been decontaminated and all biological hazards removed according to the work practices identified above and that the facility is no longer a PC 2 facility (person responsible for managing facility).		
_____	_____ / ____ / ____	_____ / ____ / ____
(Print)	(Signature)	(Date)