

Biosafety Questionnaire

Responsible Official: _____

Organization: _____

Address: _____

Phone #: _____ Fax #: _____ Email: _____

Physical location of lab facility:

Room Number(s): _____

List the foreign biological materials you have applied for and plan to receive: _____

Do you currently have these materials on site? _____

Is there animal exposure work planned? _____ Which species? _____

Provide a brief description of the project: _____

Briefly describe the training and background of personnel and experience working with infectious materials. _____

Are any of the personnel assigned to your project in contact with animals outside of the facility? Y/N _____

If yes, what species of animals? _____

Briefly describe your facilities: include access controls, security of the facility, how are staff trained in biosafety, where and how agents are stored, how long the project will last, final disposal of materials, etc.) (use additional sheets of paper if necessary)

Laboratory: _____

Animal: _____

Attach sketches of the facilities: (include floor plans, entry/exit areas, location of freezers, incubators, autoclaves, biosafety cabinets, etc.)

Include a site map to show relationship to other buildings at the location.

Give approximate square footage of laboratory and animal space.

Describe the ventilation systems for the facilities and features in place for biocontainment, i.e., filtration types, directional air, monitoring capabilities, single-pass, recirculation, interlocks between supply and exhaust, location of supply air inlet and exhaust air discharge to and from building, etc. _____

Describe the material of floors, walls, and ceilings of the areas to be used for this project. _____

Name and phone number of individual responsible for engineering and maintenance: _____

Name and phone # of the institution's Biosafety Officer or Safety Director: _____

Are biosafety issues reviewed by an in-house committee? _____

Is there a Biosafety Manual for your laboratory/facility? _____

Completed by: _____

Title: _____

Date: _____