

Biosafety Level Two Greenhouse Inspection Report		Washington State University Institutional Biosafety Committee	
Lab P.I./Contact person:	Inspection Date:	Inspected By:	
Greenhouse Location (Bldg/Rm Nos.):	College/Department:	BAF #:	
List of Agents used or stored in the greenhouse (List recombinant DNA, bacterial, viral, fungal, parasitic, prion, or other bio-agents):			

NIH GREENHOUSE PLANT WORK CHECKLIST		BL2-P		
1. Greenhouse Access – Records - Decontamination		Y	N	NA
A. Limited access at discrimination of Greenhouse Director				
B. Prior to entering greenhouse, personnel shall be required to read and follow instructions on BL2-P practices and procedures				
C. Experimental organisms shall be rendered biologically inactive by appropriate methods before disposal outside of the greenhouse facility				
D. A record shall be kept by the PI of experiments currently in progress in the greenhouse facility				
E. A record shall be kept by the PI of all experimental plants, microorganisms or small animals that are brought into or removed from the greenhouse facility				
F. Any greenhouse inadvertent release or spill of microorganisms must be reported by the PI to the greenhouse director and BSO				
G. If part of the greenhouse is composed of gravel or similar material appropriate treatments should be made periodically to eliminate or render inactive any organisms potentially entrapped by gravel.				
2. Control of Undesired Species and Motile Macro organisms – Protective Clothing – Special practices		Y	N	NA
A. A program shall be implemented to control undesired species (weed, rodent, or arthropod pests & pathogens) by methods appropriate to the organisms & in accordance with applicable state & Federal law.				
B. Arthropods and other motile macro organisms shall be housed in appropriate cages. If macro organisms (e.g. flying arthropods or nematodes) are released within the greenhouse, precautions shall be taken to minimize escape from the greenhouse facility				
3. Concurrent Experiments – Transfer of Materials – Greenhouse Practices Manual		Y	N	NA
A. Experiments involving other organisms that require containment level lower than BL2-P may be conducted in the greenhouse concurrently with experiments that require BL2-P containment, provided that all work is conducted in accordance with BL2-P greenhouse practices.				
B. A greenhouse practices manual shall be prepared or adopted. This manual shall: advise personnel of the potential consequences if such practices are not followed, and outline contingency plans to be implemented in the event of the unintentional release of organisms.				
C. Materials containing experimental microorganisms, which are brought into or removed from the greenhouse facility in a viable or intact state, shall be transferred in a closed non-breakable container				
4. Greenhouse Design & Signage		Y	N	NA
A. Windows and other openings in the walls and roof of the greenhouse facility may be open for ventilation as needed for proper operation and do not require any special barrier to exclude pollen or microorganisms				
B. Screens are required to exclude small flying animals including arthropods and birds				
C. Floor must be composed of an impervious material (concrete recommended); however, gravel or other porous materials under benches are acceptable unless propagules of experimental organisms are readily disseminated through soil				
D. Soil beds are acceptable unless propagules of experimental organisms are readily disseminated through soil				

E. A sign shall be posted indicating that a restricted experiment is in progress. The sign shall indicate the following: (i) the name of the responsible individual, (ii) the plants in use, and (iii) any special requirements for using the area.			
F. If organisms are used that have a recognized potential for causing serious detrimental impacts on managed or natural ecosystems, their presence shall be indicated on a sign posted on the greenhouse access doors			
G. If there is a risk to human health, a sign shall be posted incorporating the universal biosafety symbol.			
H. An autoclave shall be available for the treatment of contaminated greenhouse materials.			
I. If intake fans are used, measures shall be taken to minimize the ingress of arthropods. Louvers or fans shall be constructed such that they can only be opened when the fan is in operation.			
J. Greenhouse containment requirements may be satisfied by using a growth chamber or growth room within a building provided that the external physical structure limits access and escape of microorganisms and macroorganisms in a manner that satisfies the intent of the foregoing clauses.			

INSPECTION FINDINGS

Checklist Number	Deficiencies	Recommended Corrective Actions	Status
IBC disposition: <input type="checkbox"/> Approved for work at BL2-P <input type="checkbox"/> Provisionally approved for work at BL2-P			
Comments:			
Inspector's Signature:			Date:
Greenhouse Manager's Signature:			Date:

Note: The PI must provide a copy of this inspection report to the greenhouse director.