



Laboratory Decommissioning Procedure Checklist

This checklist must be used whenever a SLU laboratory will be vacated for any reason. This includes... The PI and their designee are responsible for the following...

Table with 2 main columns: Description and Date Completed. Contains row 1: 'CHEMICALS AND CHEMICAL WASTE' and row 2: 'Inspect and Inventory All Chemicals'.



<p>The PI (and designee) is Responsible for the Following</p> <ul style="list-style-type: none"><li>o <u>Á Ç • W _ E } Ÿ ( Ç e š Z @ w . e j ) o i s c h e c k i z t .</u></li></ul>	<p>Date Completed ~ / v ] Ÿ</p>
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xNo hazardous chemicals shall be discarded in the trash



The PI (and designee) is Responsible for the Following o Á Ç • W E } Ÿ ( Ç e š z @ sl u . e d u i s c h e k i z t .		Date Completed ~ / v } Ÿ
<b>BIOLOGICAL MATERIALS AND BIOHAZARD WASTE</b>		
1.	<p>} v š š š Z ] } o } P ] o ^ ( š s k l a b o r a t o r y m o v e ) i s k n o w n  x d Z ] • j • • • v Ÿ o š } f a c i l i t a t e a d v a n c e d % o μ o d h a n d l e a v o i d  % o Ç Ä v ö s t s š } š Z W / v l } Ç e f o r v a n d e r % u Ç v š Ä r e s o u r c e s</p>	
2.	<p>Completely removal inventory of biological agents Ä ] μ š Z } Ç ] İ š Ç e v •  disposal, (see no. 3, 45 below) and in accordance with approved IBC procedures  • Ç e ] ] v Z • % o ] . . / W Ç e } š } } o  * d Z ] • ] v o μ • v Ç • v μ o o • l Z Ç e u v • U o o o ] v • U š Ç e ] U Ä ] Ç e μ • • U  Ç e } u ] v v š } Ç e • Ç v š Z Ÿ v μ o ] ] • ~ X P X U % o o •</p>	
3.	<p><u>Internal Transfer of Biological Agents</u> * o another SLU researcher  x d Z ] • Ç e &lt; μ ] Ç e • / % o % o Ç e } Ä o ( ) Ç e š Ç e v • ( Ç e U Ä v ] ( ] } o } P ] o u  stored and not used. E K d W d Z ] • • Z } μ o } v Ä o o ] v Ä</p>	
4.	<p><u>External Transfer of Biological Agents</u> * š } v } š Z Ç e ] v • Ÿ š μ Ÿ } v  x d Z ] • v • š } } v Ç % o Ç e • } v v o Á ] š Z μ Ç e Ç e v š K d l / d š Ç e ] v ] v F  Ä ] š Z o o % o % o o ] o o Á • v Ç e P μ o Ÿ } v • X</p>	
5.	<p>Disposal of all other biological agents  x D μ • š } v Ç / % o % o Ç e } Ä % o Ç e • } v v o μ • ] v P / % o % o Ç e } Ä u š Z }  P v š ] v Ÿ Ä Ÿ } v v ] • % o } • o X  x d Z ] • o • } ] v o μ • ] • % o } • o } ( • Z Ç e c o n t a i n e r s a n d a f f a i r i n g } Ä • Z Ç e % o •  % o ] l μ % o } ( ] } Ä • š Ç , ^ X  x u ] o w w a s t e @ s l u . e d u</p>	



## The PI (and designee)



<b>The PI (and designee) is Responsible for the Following</b> <b>o Á Ç • W E } Ÿ ( Ç e š z @ w . e d u is ch e c k i z t .</b>	<b>Date Completed</b> ~ / v ] Ÿ
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**GENERAL LABORATORY GOODSE**

1.	Remove absorbent material and tape from all lab surfaces and shelves and fume hoods. x / ( } v š u ] v š Á ] š Z Z ì CE p t a m i n a s e S u r f a c e s ] • % o } • } ( u š CE ] o • • % o % o CE } % o CE ] š Z ì CE } μ • Á • š X	
2.	<b>Equipment</b> x t ] % o } Á v v ] • ] v ( š v a d l a b u r a t o r y s u r f a c e s t h a t a r e l i k e l y t o b e } v š u ] v š CE ( X P ) P CE š } CE • U Á š CE š Z • U ] v μ š } CE • U v š CE ] ( μ P x Z ( CE ] P CE š } CE • • Z } μ o u % o Ÿ v š Z } CE } μ P Z o Ç Á ] % o } Á v ] v • ] x d Z W / } CE • ] P v u μ • š À CE ] ( Ç % o CE } % o CE } v š u ] v Ÿ } v } ( o o < μ b e i n g r e l e a s e d t o n o r o % o CE • } v v o ~ X P X u } À CE • U CE ] CE % o d CE • CE Á ] • } CE s t o r a g e • X x R e f r i g e r a t o r s o r f r e e z e r s d e s i g n a t e ( } CE ] • % o } • o U u μ • š } o o š Ç ] • š CE ] μ Ÿ } ^ CE Á ] • ( } CE . v o ] • % o } • o Ç D Z ] • Á • D R e c y c l i n g o CE u } À ( CE } v % o CE ] } š } ] • % o } • o X x K ] š I Z . S E x I e ] % o u v š } v š ] v ] v P Z ì CE } μ • u š CE ] o • ~ • μ Z • } ] o U u CE	

