

SCU Biological Safety – Field Guide

This field guide provides quick-reference essentials for safe handling of biological materials, GMOs, and infectious agents at Southern Cross University. Always follow detailed procedures (HRP13) and seek WHS advice if uncertain.

Before Starting Work

- Check Biological Safety approvals (OGTR, DAFF, IBC as required).
- Review facility certification (PC2/PC3) and ensure access is authorised.
- Read relevant risk assessments, SOPs, and Safety Data Sheets (SDS).
- Confirm vaccinations/health monitoring are current (e.g., Q fever, Hepatitis B).

During Work

- Wear required PPE (lab coat, gloves, eye/face protection, respirators as specified).
- Work only within certified containment facilities (biosafety cabinet, PC2/PC3 lab).
- Prevent cross-contamination – use aseptic technique and label all materials clearly.
- No food, drink, or personal items in laboratory areas.

Storage & Transport

- Store biological samples in designated, labelled, secure facilities (e.g., -80°C freezers).
- Segregate GMOs, pathogens, and non-hazardous materials as per risk group.
- Transport in sealed, labelled containers; comply with PC2/PC3 and DAFF/OGTR requirements.

Emergency Response

- In case of spill: raise alarm, contain if safe, use disinfectant, and notify supervisor.
- Report exposures immediately – seek medical review for sharps, bites, or aerosol events.
- Activate emergency plan and follow evacuation if directed.

Records & Reporting

- Maintain records of training, risk assessments, health monitoring, and incident reports.
- Retain health surveillance records for minimum 30 years as per WHS Regulation.
- Submit OGTR annual reports and DAFF compliance documentation on time.

REMEMBER: Always work within your authorisation level. Stop work if containment is breached or if you feel unwell. Contact your supervisor or WHS immediately.