


Transport of Biological Materials

Environmental Health & Safety

SOP No. 3.1

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PURPOSE

This SOP describes the general requirements for the transport of biological materials to or between Texas Tech work areas or properties. Biological waste is considered a biological material.

Transport of biological materials on roadways is governed by the DOT. Certain materials may also require permits from state and federal agencies such as the USDA and/or Texas Parks and Wildlife.

If materials are to be transported by air IATA applies; shipping is not addressed in this SOP.

NOTES

If transporting the biological material requires a vehicle, a university vehicle is to be used.

If traveling between buildings or properties, a biological spill kit should accompany the materials, especially when liquid is transported.

Section B12 of the University Laboratory Safety Manual addresses transport of biological materials. If you have additional questions, contact EHS.

PROTECTIVE EQUIPMENT

PPE should accompany the transport but not be worn during transport.

MATERIALS

Materials to be transported

Labeled rigid secondary container

The following may be needed:

- Absorbent materials
- Ziplocs or other barriers
- Parafilm or tape to seal containers of RG2 materials
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PROCEDURE

Conditions of Transport

- Do not take biological materials to non-lab areas or leave items unattended when transporting materials between campus work areas.
- The destination work area must be the same biosafety level as the work area the materials are being transported from.
- Materials must be properly packaged as outlined in B12.1.2.
- The package is not to be opened in transport between work areas for any reason.
- If traveling to campus, have a biological spill kit with you in case of a spill.
- In the event of a spill between work areas on campus, notify EHS immediately at 806-742-3876.

For RG1 biological materials or specimens that may potentially contain such materials:

1. Primary specimen container shall be leak-proof, sealed and labeled with the following information: Name or initials of researcher, date, identifying number or name, or other information that would communicate responders what the material is and who it belongs to.
2. Primary specimen container shall be wrapped in absorbent material (if liquid in nature) and placed in a rigid secondary, leak-proof container with a locking lid.
 - When multiple primary containers are transported, they do not need to be individually wrapped before placing in the secondary container.
3. When transporting liquids, ensure adequate absorbent materials and that tubes are placed in a rack or some other holder to remain upright.

For RG2 biological materials or specimens that may potentially contain such materials:

1. Primary specimen container shall be leak-proof, sealed and labeled with the following information: Name or initials of researcher, date, identifying number or name, or other information that would communicate responders what the material is and who it belongs to.
2. Primary specimen container shall be taped/parafilm closed, wrapped in absorbent material (if liquid in nature) and placed in a secondary sealed, leak-proof container (e.g., Ziploc bag).
 - When multiple primary containers are transported, they do not need to be individually wrapped in absorbent material before placing in the secondary container.
3. When transporting liquids, ensure adequate absorbent materials and that tubes are placed in a rack or some other holder to remain upright.
4. The packaged material should then be placed in a rigid transport container, such as a cooler, labeled with biohazard stickers and the name of the PI.

For RG1 and RG2 waste being transported from the work area an autoclave:

1. Biological waste that is transported through common areas must be transported in a closable, rigid container capable of being disinfected, such as a large Rubbermaid tub with locking lid.
2. The transport container shall be labeled with the name of the PI and work area.
 - (i.e. Dr. Johnny Science, BIO 353)
3. A cart is recommended for transporting large containers.

See the Autoclaving biowaste SOP for additional information.

EMERGENCY PRE-PLANNING

Spill kits should accompany the transport of materials to and between locations.

In the event of a spill within a Texas Tech building, address the spill according to the biological spill SOP or your work area SOP. If you are not confident managing a spill, contact EHS.

Submit a SCAN report detailing the incident. If the incident involved personnel exposure to recombinant/synthetic nucleic acids or risk group 2 agents or higher, EHS must be notified as soon as physically possible.

If a spill occurs outside a Texas Tech building on Texas Tech property, contact EHS.

Contact EHS at 742-3876 during business hours or 742-3328 during non-business hours.

REFERENCES

University Laboratory Safety Manual sections B7 and B12.

AKNOWLEDGEMENT OF PROFICIENCY

The individuals below have been trained and are competent in completing the above procedure.

Worker Name	Worker Signature	Date	Supervisor Initial	Date