

Merkblatt KD00987199

Biosafety, Hygiene plan

Hygiene plan (Breakdown possible either for the plant as a whole or according to laboratory or organism)

What	When ¹⁾	With what	How	Remarks
Surface, instrument, item	Frequency, timing, time interval	Materials, cleaning agents and disinfectants ²⁾ to be used	Task, e.g. clean, disinfect, sterilize / by wiping, washing, spraying, soaking etc.; necessary personal protective equipment	
Cleaning of the hands	<i>When leaving the laboratory</i>	<i>Soap Baktolin</i>	<i>Wash hands</i>	<i>Follow skin care plan</i>
Hygienic disinfection of the hands	<i>After contamination</i>	Soap Baktolin/Sanosil/Ethanol 70%	In the event of contamination, the laboratory clothing must be autoclaved beforehand. Otherwise the clothing is sent to the laundry.	
Laboratory clothing ³⁾	<i>After 14 days of use or after contamination</i>	Washing powder (external company)/After contamination: Sanosil		
Safety cabinet	<i>Daily after use, or after contamination</i>	Ethanol 70%/Sanosil	The safety cabinets are disinfected with ethanol/suitable disinfectant before and after use. After contamination, they must be decontaminated immediately with suitable disinfectants. The workbench is then disinfected	
	Have HEPA filter checked every 2 years and replace if necessary		maintenance external company	
Laboratory glass	<i>After contact with organisms</i>	Ethanol 70%/Sanosil		
Working surfaces	<i>Daily after use, or after contamination</i>	Ethanol 70%/Sanosil/Bacillol Tissues		
Refrigerator	<i>Periodically and after contamination</i>	Ethanol 70%/Sanosil		

Incubator(s)	<i>Every 6 months and after contamination</i>	Ethanol 70%/Sanosil		
Centrifuge(s)	<i>Periodically and after contamination</i>	Ethanol 70%/Sanosil		
Wash-basins	<i>Periodically and after contamination</i>	Sanosil		
Floor	No contamination: cleaning, as agreed, by cleaning staff	Bode Desomat K800		Hygiene plan Hospital
	After contamination: cleaning not by cleaning staff	Sanosil		Spill SOP
Waste involving risk of injury	<i>Monthly or as required</i>	autoclave	<i>Disposal in puncture-proof plastic containers which can be closed tightly and are then autoclaved.</i>	
Biological waste		autoclave	Disposal in puncture-proof plastic containers which can be closed tightly and are then autoclaved.	
Water bath	as required (6mt) or after contamination	Sanosil		

- 1) The information (*in italics*) is taken from: *ecomed Verlagsgesellschaft AG*; Hofmann, Jäckel – Merkblätter Biologische Arbeitsstoffe, IV-5.4.4.
- 2) Refer to Chapter 4 below for details on use.
- 3) **Note:** laboratory clothing (protective clothing) must be kept separate from normal clothing.