

Recombinant DNA Emergency Spill and Incident Reporting Procedures in a BSL 1 or BSL 2 Laboratory

SPILLS INSIDE CONTAINMENT (Biosafety Cabinet)

If you have a spill of recombinant DNA-containing material inside the biosafety cabinet, keep the cabinet running, add disinfectant, close the sash, and allow aerosols to settle for 15 minutes before wiping up the spill in the affected area. Dispose of cleaning materials (in a red bag if it is from a BL 2 lab). After clean up - report the accident to the Office of Environment, Health & Safety (EH&S) as soon as possible, and certainly within eight business hours as described on page 2.

SPILLS OUTSIDE CONTAINMENT

If you have a spill of recombinant DNA containing material outside of a biosafety cabinet during your work, follow these guidelines:

1. Ensure that the room is evacuated, all personnel are accounted for, and that the doors are closed.
2. Call EH&S (642-3073 during work hours or via UCPD dispatch 642-3333 after hours) for assistance if necessary.
3. If you clean up the spill yourself, wait 30 minutes to allow aerosols to settle before re-entering the room.
4. Prior to clean up and reentering the room, don appropriate protective clothing. The protective clothing to be used includes, but is not limited to, the following:
 - a.) Lab coat and optional waterproof apron
 - b.) Shoe covers, if available
 - c.) Rubber or nitrile gloves (for chemical disinfectants)
 - d.) Eye protection (goggles, face shield on a case by case basis)
5. Upon entering the spill area, place paper towels or other absorbent material over the recombinant DNA spill area.
6. Carefully pour an effective disinfectant (e.g., 1:10 dilution of household bleach) around the edges of the spill and then onto the spill. Avoid splashing or generating aerosols.
7. Allow disinfectant to remain in contact with the spilled recombinant DNA molecules for 20 minutes.
8. Apply more paper towels or absorbent material to wipe up spilled recombinant DNA molecules.
9. Clean up recombinant DNA spill area with fresh towels soaked in disinfectant.



Incident Reporting Procedure

10. Place all towels or absorbent materials used to disinfect the BSL 2 recombinant DNA spill into a red bag. For BSL 1 recombinant DNA spill, place all materials used for cleaning in trash. Recovering broken glass or sharps should only be attempted using mechanical means. Broken glass should be placed in a hard sided container and disposed of accordingly; metal sharps (scalpel, needle and syringe) shall be placed in a sharps container.
11. Remove protective clothing and segregate for disposal or cleaning.
12. Wash hands with a disinfectant hand soap prior to leaving the area.

Any incident involving recombinant DNA molecules must be reported to the University of California, Berkeley (UC Berkeley), EH&S at bsc@berkeley.edu or (510) 642-3073 as soon as possible and certainly within eight business hours of occurrence.

This is required regardless of whether the release is only suspected or is proven. Incident reporting is a pre-requisite of institutional approval to conduct research involving recombinant DNA molecules.

Examples of reportable incidents include but are not limited to the following:

1. Documented injuries, such as needle sticks with needles contaminated with recombinant DNA.
2. Splashes of recombinant DNA to the body, even if personal protective equipment prevents skin or eye contact.
3. Spills of recombinant DNA molecules outside of a biosafety cabinet.
4. Bites or scratches from animals that may have had recombinant DNA molecules introduced into them.
5. Spilled recombinant DNA waste from autoclave rooms or waste bins.
6. Seroconversions to proteins coded for by recombinant DNA molecules used in the laboratory.

The laboratory worker must report any recombinant DNA accident, incident or spill outside of containment to his or her immediate supervisor who must then inform the Principal Investigator of record on the BUA application. The Principal Investigator then must report the incident to the Campus Biosafety Officer on an NIH reporting template (see link below) within eight business hours. **Reporting any incident involving recombinant DNA molecules is mandatory, regardless of whether the funding source is the NIH.**

Below is a link to the template for accident reporting:



http://oba.od.nih.gov/rdna_ibc/ibc_faq.html

Then, click on Incident Reporting, Incident Reporting Template.

The completed report template must be sent to bsa@berkeley.edu.

The Chair of the Committee for Laboratory & Environmental Biosafety (CLEB) and Biosafety Officer will review the circumstances of the recombinant DNA incident. The Chair of CLEB will notify the National Institutes of Health (NIH), in accordance with Section IV-B-1-J, Section IV-B-2-b-7 and Section IV-B-7-e-2 of the NIH Recombinant DNA Guidelines, within 30 days (or sooner) of any release of recombinant DNA, discovery of significant problems, violations of the NIH Guidelines, or significant research related accidents or illness.

