

TRANSFER OF BIOHAZARDOUS MATERIALS WITHIN MCMASTER UNIVERSITY

This Standard Operating Procedure (SOP) describes the procedures for transferring biohazardous materials within McMaster University. This ensures that the transfer process is uniform and consistent.

This SOP applies to all technicians, students, and volunteers that are responsible for the transfer of biohazardous materials.

This SOP contains the following:

- 1.0 Transferring Biohazardous Materials within McMaster University
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 - 1.1 Individuals will select samples from their storage locations and place them into an appropriate sample rack.
 - 1.2 Samples will then be placed in o-ring sealed, impact-resistant container of an appropriate size that allows for easy insertion and removal. This container **MUST** have a visible Biohazardous Material sticker affixed to its exterior container wall.
 - 1.3 On the outside, the container is to be labeled with the PI's Name, main lab building/room number, and the lab extension, technicians name or other responsible alternate.
 - 1.4 If the specimen has significant hazardous fluid content, spill absorbent materials should be available, sufficient to absorb the volume in question
 - 1.5 The container can either be placed on an approved laboratory cart or carried by the individual and transferred to the destination within McMaster University.
 - 1.6 Samples are then removed from the approved container and are now free to be handled in a manner defined by the appropriate Standard Operating Procedure.