

BSL-3 / ABSL-3 FACILITY ANNUAL RENEWAL TRAINING CHECKLIST

Level 3 User: _____	Emory ID #: _____
Principal Investigator: _____	Department: _____
Building: _____	Level 3 Lab #: _____

SECTION I - LEVEL 3 USER TASKS	Date Completed	User Initials
Reviewed current version of the <i>University Biosafety Manual</i>		
Reviewed current version of the <i>Biosafety Level 3 Manual</i>		
Reviewed facility specific SOPs		
Reviewed project specific SOPs		
Reviewed <i>EHSO Biological Agent Reference Sheets</i> (if applicable) List agents used in the facility:		
Occupational Health Review		
List occupational health requirements (e.g., vaccinations, respiratory clearance, etc.)		
Additional Tasks (if applicable)		

SECTION II – FACILITY PROFICIENCY TESTING	Pass or Fail	Date Completed	PI/Facility Manager Initials
Entry Procedures			
Facility Work Practices			
Exit Procedures			
Emergency Response Procedures			
Additional Tasks (if applicable)			

SECTION III – ACCESS APPROVAL
Full, unescorted access to the previously listed level 3 facility was renewed on _____(date). This access is approved by the designated mentor and Principal Investigator and will expire one year from the approval date.
_____ <i>Principal Investigator/Facility Manager (Enter name to approve access)</i>

Email the completed form by clicking the “Submit by Email” button in the top right hand corner. If you are a Mac user, email it to biosafe@emory.edu.