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RUTGERS UNIVERSITY
**Institutional Planning
and Operations**
Rutgers Environmental Health and Safety



WWW.PHDCOMICS.COM

Contact Biosafety

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Website:

<https://ipo.rutgers.edu/rehs/biosafety-program>

REMINDER

- **Caution signage** for a lab door should be up to date. New caution signs can be requested at:
<https://halflife.rutgers.edu/forms/cautionsign.php>
- **Safety tip:** Do not bend the needle or recap your sharps to discard. Please just discard them straight into your sharps container. Bending the needle or recapping increases your risk for injury.
- **Regulated Medical Waste (RMW) Reminders:**
 - Do not overfill RMW containers. Close and seal when $\frac{3}{4}$ full.
 - Do not exceed the fill line on your lab's sharps containers.
 - Label waste containers with the appropriate stickers.

PLANTS AND PETS IN LAB SPACES

We love that you want to decorate your lab space with plants and bring your pets with you to the lab! However, the lab is not the right space for them (unless they're registered as a part of your research, excluding service animals). They become a potential source of contamination for your work. In addition, it is against the regulations we, as an institution, adhere to as set forth by the CDC, NIH, USDA, and other federal agencies in permit and grant awards. Please kindly relocate them to a space where they will be even better suited.

Link to PDF of poster: <https://ipo.rutgers.edu/rehs/biosafety-program/labspaces/plants-animals>

Training

Lab Safety/Biosafety/BBP Course

This is the initial laboratory safety/biosafety/bloodborne pathogen training required of all researchers before initiating laboratory work. This is an in-person course offered on all campuses. While you are not restricted from taking this course on any campus, please review to ensure you are signing up for a campus that is convenient for you to reach.

This training satisfies the Laboratory Training required for Vivarium Training.

Register on myrehs.rutgers.edu



MOVING IN OR STARTING NEW WORK? —

The biosafety group is here to assist in getting you set up for your Institutional Biosafety Committee (IBC) protocol. Creating your IBC protocol (or, in some cases, obtaining an IBC exemption) is one of the first steps for regulatory compliance, as approvals for Grants, Institutional Review Board (IRB), and Institutional Animal Care and Use Committee (IACUC) are dependent on an IBC approval if you are using a biological material. The protocol process can be initiated prior to arrival on campus by contacting the [biosafety team](#) for access to the IBC protocol system.

IBC protocols can also be written to encompass your related projects (e.g., multiple similar IRB protocols), but work that is different in nature or requires separate permitting, biosafety recommends starting a new IBC protocol. The division of disconnected projects allows the IBC committee reviewers to review the risk assessment for all involved biomaterials effectively. If you have questions about whether to add a new project as an amendment versus creating a new protocol, contact the [biosafety team](#) for guidance.

In addition, an important step in ensuring your lab is ready for research is obtaining appropriate labels and caution signs. We can provide your initial supply of biohazard stickers and medical waste stickers.

Biosafety resources for managing your IBC protocols are available on the website (ipo.rutgers.edu/rehs/biosafety-program).

—MOVING OUT OR TO NEW SPACES?

Projects can end, or lead to new opportunities throughout the years. Principal Investigators (PIs) who are transitioning from Rutgers (whether due to retirement or new roles) or moving to a new space on campus can reach out to the biosafety team to begin closing out their current laboratory space. While we do not perform the cleanouts, we are here to assist with safety and potential environmental aspects. This includes transferring your protocols to new PIs or archiving them, appropriate inactivation and/or disposal of biological materials, advising on material transport, and connecting you with partners around the University. For projects being phased out and put into storage, please make sure you're updating your IBC protocols to reflect the change.

Additional guidance can be found on our website:

<https://ipo.rutgers.edu/rehs/safety/lab/closeout>

One Glove Rule

We at Rutgers, like to ensure that our fellow researchers, visitors, students, travelers and all others are comfortable walking through our halls. In an effort to do so, we follow the One-Glove Rule. If transporting materials in sealed containers, wear one glove to carry the materials. The glove-free hand should be used to touch surfaces that are open to the general public, such as doors and buttons. Wearing gloves, even if brand new, gives the impression that they have been used in a manner that has contaminated them. To then touch something else, there is the perception that there is now cross contamination.

In order to not cause unnecessary concerns in the Rutgers community, if you must wear a glove outside of your lab space to hold something, please follow the one glove rule.

