

# Cytometry Facility Induction and PC2 Training Record

**This document is for the use of all staff/students/collaborators who are not Cytometry Facility Core Staff and will be kept on file within the Facility.**

The following Operating Procedures are to be followed by users of this Facility at all times:

1. Users of this Facility must be aware of the location of the UniSA Biosafety Procedures Manual.
2. Laboratory gowns must be worn within the Facility – you must not enter or leave the Facility wearing a gloves.
3. All biological material and microscope slides must be transported to and from this Facility contained within a sealable secondary container capable of holding in the contents in the event the material is dropped or knocked over.
4. All biological waste must be discarded in the yellow Medical Waste Bins for disposal.
5. In the event of a spill, refer to the Biosafety Manual for appropriate instructions on spill management.
6. Hands must be washed before leaving the Facility
7. Where the biological material to be processed is **viable and infectious** in nature, prior consultation with Facility Staff and/or the Facility Manager is required to establish safe handling of the material for the operators and other Facility Staff **before** it is brought into the Facility.
8. Where the biological material to be processed is a genetically modified cell line, you must have read and understood the OGTR Guidelines for Behavioural Requirements for a PC2 Facility, and the Transport, Storage and Disposal of GMOs.
9. Users must comply with standard University of South Australia WH&S guidelines.

Family Name: \_\_\_\_\_ Given Name: \_\_\_\_\_  
UniSA login: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
Lab Phone: \_\_\_\_\_ Mobile (optional): \_\_\_\_\_  
Email: \_\_\_\_\_

Please select one option below:

- Staff       Honours Student       PhD Student       Masters Student

**Please circle the appropriate declaration below.**

a. I am fully trained with respect to the UniSA Biosafety Manual and will abide by the Manual and guidelines outlined above.

Or

b. I am not from UniSA, and undertake to follow the guidelines outlined above.

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Facility Staff Member

Date      /      /

Date      /      /