



Standard Operating Procedure: Class II safety Cabinets

Document History

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The
University
Of
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1. Background

This is an SOP for use in the University of Sheffield medical school bio repository and covers the safe use of a class II safety cabinet, and its cleaning.

2. Quality Assurance /Control

The cabinet should be serviced every 6 months at which time it will undergo a decontamination procedure described below.

3. Procedure

1. Check there is power to the cabinet
2. Switch on the power and check the alarm is operating
3. Do not use the cabinet until the fan has reached the correct airflow
4. Before beginning work wipe the inner surface with 70% IMS
5. Do not obstruct grilles and airways
6. When working in the cabinet the interior should be treated as contaminated gloves should be worn (this helps prevent contamination of work and worker).
7. Always discard waste into a pot containing 5% Virusolve+
8. After completion of work the interior surfaces must be wiped down with 70% IMS. The cabinet must be kept running for 10 mins after completion of work
9. The hood should always be left empty.

If alarm sounds during use STOP work immediately. Remove work to safe environment and report to named person

Always work with extreme care in the Class II cabinet.

4. Decontamination Procedure

1. Remove all items from the hood and turn the internal power socket 'off'
2. Place the Fumigation unit inside and add 20ml of concentrated Formaldehyde plus 20ml water. Close the lid and plug into the power socket.
3. Seal the front of the hood and switch the socket on and leave overnight.
4. Affix a sign to the door stating 'DO NOT ENTER, Formalin Fumigation in Progress' and your contact details.
5. The following morning the unit should have absorbed any residual Formaldehyde, remove the unit from the hood and use as described above.

4. Associated Documents

	Document	Document Reference
1	Fumigation Risk assessment	BIO:RA:FUMIGAYION
2	COSHH procedure: Surface and cabinet fumigation of class ii cabinets	BIO:COSHH:Procedure2
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