

# Standard Operating Procedure (SOP): Biological Spill Response on Campus

**Effective Date: 7/31/2025 (revised as needed)**

**Prepared By: Environmental Health and Safety Office (EHS)**

**Approved By: Carl Taz Wininger, EHS Director**

## 1. Purpose

To outline standardized procedures for the safe and effective containment, cleanup, and reporting of biological spills on campus, minimizing exposure risk to individuals and the environment.

## 2. Scope

This SOP applies to all faculty, students, researchers, custodial staff, and employees who may be involved in or witness a biological spill in laboratories, classrooms, health clinics, or public campus areas and all university staff involved in the containment, cleanup, and reporting of any biological spills on campus.

## 3. Definitions

- **Biological Material:** Any substance containing or potentially containing pathogens, human or animal tissue, blood, body fluids, cell cultures, or recombinant DNA.
- **Biological Spill:** An unintentional release of a biological agent or material outside of containment.
- **BSL:** Biosafety level, indicating the containment precautions required to separate biological agents and protect workers, the environment, and the public.

## 4. Responsibilities

- **Principal Investigator (PI) or Lab Supervisor:** Ensures lab staff are trained, and spill kits are maintained.
- **Environmental Health & Safety (EHS) Office:** Provides support, training, and oversight. EHS office assists with manifesting and safely disposing of hazardous wastes associated with a biological spill on campus.
- **ULPD:** secure perimeter to prevent anyone from entering area surrounding a biological spill and assist with evacuating area, if necessary
- **Lafayette Fire Department:** respond to scene of reported biological spill and assist with safely containing the spill and disposing of the hazardous materials
- **UL Office of Transportation Services:** assist authorities for biological spills that occur on campus roadways

- **All Personnel:** Must respond appropriately, report spills, and follow training procedures.

## 5. Preparation and Materials

Each work area handling biological materials must maintain a **biological spill kit**. **These kits are available from Receiving – 429 Cherry Street)** including:

- Disposable gloves (nitrile or latex). Double glove if necessary
- Full face shield that fits over N-95 mask
- Disposable gowns (blue)
- N95 or KN95 mask
- Absorbent materials (e.g., paper towels or pads)
- Effective disinfectant agent (10% bleach, 70% ethanol, or EPA-registered disinfectant & disposable towels or saturated wet wipes)
- Biohazard waste bags
- A waterproof copy of Biosafety Spill response instructions
- Sharps container (if needed)

\*Absorbent paper towels may be needed for diking material or spill pillows for large spills

\* Please contact the Safety Office if Sharps are observed at the scene.

\* Biological Spill Kits may be needed and are available upon request from Safety.

**All employee exposures such as spills, needlesticks, cuts, and splashes to the face must be reported immediately to the Safety Office.**

## 6. Spill Response Procedure

### 6.1 Initial Response (All Areas)

1. **Alert Others:** Immediately notify people in the area.
2. **Evacuate Area if Necessary:**
  - For aerosols or BSL-2+ materials, evacuate for 30 minutes to allow aerosols to settle.
3. **Secure Area:** Prevent entry until cleanup begins. Use signage if needed.

### 6.2 Personal Protective Equipment (PPE)

Before cleaning, wear the following:

- Gloves
- Lab coat or gown
- Eye and face protection
- Additional PPE as needed for material (e.g., N95 for TB risk)

### 6.3 Spill Involving Blood, Body Fluids, or Restroom Decontamination

- Wear disposable gloves.
- Absorb fluids with disposable towels.
- Clean area of all visible fluids with detergent (soap/water) or Virex solution (applied to disposable paper towels).
- Decontaminate area by spraying with either 1:10 dilution of bleach: water if surface is porous or if surface is hard & smooth. Virex solution may also be used for decontamination
- Allow 10 minutes for Virex to set before wiping down, for proper decontamination.

- Place all disposable materials and personal protective equipment into the plastic leak-proof bio bag.

**Always practice “Universal Precautions” when handling human blood or body fluids.**

#### **6.4 Spill Involving Concentrated Microorganisms Requiring Biosafety Level 2**

**(E. coli, Staph, bloodborne pathogens, adenoviruses, or other bacterial cultures, etc.)**

- Alert people in the immediate area of the spill.
- Put on protective equipment.
- Cover spill with paper towel or other absorbent materials.
- Carefully pour a freshly prepared 1:10 dilution of household bleach around the edges of the spill. and over the spill. (Virex solution may also be used). Avoid splashing.
- Allow a 10-minute contact period.
- Use paper towels to wipe up the spill, working from the outer edges into the center.
- Clean spill area with fresh towels soaked in disinfectant.
- Place towels in a biohazard plastic bag for disposal.

#### **6.5 Spill Involving Concentrated Microorganisms Requiring Biosafety Level 3**

**Containment (Mycobacterium tuberculosis (TB) or other similar airborne cultures)**

- Attend to injured or contaminated persons and remove them from exposure.
- Alert people in the area to evacuate.
- Close doors to the affected area, do not enter the area for at least one hour.
- Have a person knowledgeable of the incident and area to assist in proper clean-up.
- Wearing gowns, gloves, respirator, and shoe covers, and follow clean up spills as indicated for BSL-2 containment, as stated above.

#### **7. Post-Cleanup Actions**

1. **Remove PPE carefully** and dispose of it in biohazard waste.
2. **Wash your hands thoroughly** with soap and water.
3. **Report the spill:**
  - Fill out the incident/spill report form.
  - Submit to EH&S and lab supervisor/PI.
4. **Medical follow-up:**
  - Seek medical attention if exposure (e.g., splash, puncture) occurred.
  - File an exposure incident report.

#### **8. CONTACT INFORMATION**

- **Environmental Health & Safety Office:**
  - Carl Taz Wininger 337-482-1840 | [safety@louisiana.edu](mailto:safety@louisiana.edu)
- **University Police/Emergency Services:**
  - 911 or 337-482-6447 | [police@louisiana.edu](mailto:police@louisiana.edu)
- **Lafayette Fire Department**
  - 911 or 337-291-8700