 <p>DR. PABLO O. TORRE MEMORIAL HOSPITAL</p>	Document Code:	DPOTMH-E-60-P04
	Effective Date:	12-30-2020
	Document Type:	Policy
	Page Number:	1 of 3
	Department/Section:	Molecular Laboratory
	Document Title:	BIOSAFETY AND BIOSECURITY

B.S. Aquino Drive,
Bacolod City,
Negros Occidental,
6100

PURPOSE:

This document is a guideline or concept for laboratory personnel to act responsibly not to expose the community to bio-risks, to follow safe working practices, keeping their work and materials safe and secure and to follow ethical code of conduct.

LEVEL:

All Molecular Laboratory Personnel of Dr. Pablo O. Torre Memorial Hospital (DPOTMH)

DEFINITION OF TERMS:


1. **Biosafety.** Is the containment, principle, technologies and practices implemented to prevent unintentional exposure to pathogens and toxins, or their unintentional release.
2. **Biosecurity.** Is the protection, control and accountability for valuable biological materials within laboratories, in order to prevent their unauthorized access, loss, theft, misuse, diversion or intentional release.

POLICY:

- 1 Molecular Laboratory Personnel shall regularly update inventories that may contain hazardous pathogens with storage locations like refrigerators.
- 2 There shall be identification and selection of personnel with access to pathogenic biological materials (bacterial isolate or specimen that contains pathogen).

OTHER LABORATORY SECURITY MEASURES:

- 3 Plans for the use of biological materials.
- 4 Clearance and approval processes.
- 5 Documentation of transfers (internal or external).

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6 Inactivation or disposal of the biological material.

7 Documented protocols and reports.


- 7.1 Incident notifications
- 7.2 Reporting protocols
- 7.3 Investigation reports
- 7.4 Recommendations and remedies
- 7.5 Oversight and guidance through the biosafety committee
- 7.6 Warnings using biohazard warning sign.

DOCUMENTATION:

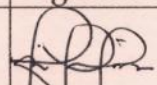
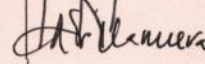
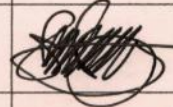
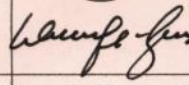

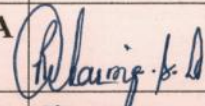
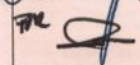
New Policy

DISSEMINATION:

- 1. Policies and Procedures Manual
- 2. Unit Orientation
- 3. Unit Meeting

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