

SMB Autoclaving – Glassware Washing – Laundry Policy

Effective start date – Monday, 13th August, 2012

Important things to note

- consolidation of services to newly re-furnished autoclaving area on Level 2 (next to store)
 - all glassware washing services will now occur only on Level 2
 - there will be no pick up or drop off service of glassware from research or teaching labs
 - in-house lab coat laundering service has commenced
 - all labcoats, gowns and towels used in the lab will be autoclaved prior to laundering
-

1. Autoclaving

* Autoclaving service is available for media sterilization runs starting at 10 am, 12 pm and 2 pm Monday to Friday.

- i) Media – pick up 2 hours after drop off
- ii) Waste can be dropped off any time and will be disposed after autoclaving

* All waste (tips, gloves, eppendorf tubes, etc) should be bagged in a labelled Biohazard bag and transported in a second sealed container

* GMO waste needs to be locked up (please see Trudie or Max when leaving GMO waste)

2. Glassware Washing

* All glassware washing will now be conducted on Level 2.

* All research glassware prior to dropping off to be washed should:

- have stickers/labels removed
- be rinsed with water if contained chemicals

(this does not apply to Micro glassware that needs to be first autoclaved)

* Teaching Labs – glassware should be dropped off in afternoon beforehand, priority washed ready for pick up by 10 am next day.

* Research Labs – glassware should be dropped off by 3 pm, ready for next day pick up after 3 pm (Micro should allow 48 hours)

3. In-house Laundry Service

* Two sets of washer/dryers located on Level 2.

- i) One set will be used to launder labcoats, gowns, towels, etc used in the laboratory.
- ii) The second set will be used to launder normal domestic-use items such as tea-towels, towels, bed linen, etc.

* Drop off times:

- Monday before 12 pm, pick up Wednesday after 12 pm
- Wednesday before 12 pm, pick up Friday after 12 pm
- if ready, laundered labcoats may be put with other items to be collected

* All labcoats and gowns should be labelled with your name and lab number to ensure it's return to the rightful owner.

* All demonstrator, teaching, research, PC1 and PC2 labcoats, gowns, etc will be laundered in the same manner. All items must be collectively bagged and sealed in a labelled biohazard bag so that they can be autoclaved prior to laundering

* All labcoats with chemical spills should be spot rinsed prior to laundering (owner's responsibility). Towels used to clean up spills in the lab should also be rinsed thoroughly with water prior to be placed in biohazard bag.