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बायोटेक्नोलॉजी विभाग का संगठन
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खोजें जो रवें बेहतर कल
RGC
DISCOVERIES FOR A
BETTER TOMORROW

BSL-3 FACILITY

RAJIV GANDHI CENTRE FOR BIOTECHNOLOGY
CAMPUS-2-AKKULAM, THIRUVANANTHAPURAM

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Version: 2.0		GUIDELINES FOR ACCESSING THE BSL-3 FACILITY	
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Amendment made: NiL			
Prepared by	Sara Jones Palakkat, Ph.D Senior Program Scientist & BSL-3 Facility Manager		
Checked by	Sanjai D, MSc (MLT-Pathology) Senior Chief Manager (Technical Services)		
Approved by	Rajesh Chandramohanadas, Ph.D Scientist F & BSL3 Facility In-charge		

The Principal Investigator (PI) intending to initiate a new research project within the BSL-3 core facility must submit a **Facility Access Request Form**, downloadable from the RGC website, along with the project proposal and all required documentation listed below, via email to bsl3@rgcb.res.in, addressed to the facility in-charge. Upon approval, the PI will receive an email outlining the next steps and any additional documentation needed to proceed with project initiation within the facility.

List of Mandatory Documents to Be Submitted for BSL-3 Facility Clearance:

1. Institutional Biosafety Committee (IBSC) approval of the project.
2. Review committee on genetic manipulation(RCGM) clearance certificate
3. Institutional Human Ethics Committee (IHEC) approval of the project (for human samples).
4. Research experience form duly filled by each user, signed and endorsed by the Principal Investigator.
5. Self-declaration form duly filled by each user, signed and endorsed by the Principal Investigator.

6. General health certificate for users from a medical practitioner registered with the Indian Medical Association (IMA).
7. Medical clearance form duly filled and signed by the Medical Practitioner.
8. Vaccination Records: Hepatitis B and Tetanus toxoid, Pathogen specific vaccination if available.
9. Chest X-ray report (If working with respiratory pathogen)

INSTRUCTIONS:

1. Before initiating any work in the BSL-3 facility, the Principal Investigator (PI) shall submit the IBSC and RCGM approvals to the BSL-3 Facility In-charge/Facility Manager. Access to the facility will be granted only after verification of the required approvals, submission of all mandatory documents, and completion of the user registration process.
2. All approved users shall undergo mandatory BSL-3 training consisting of theoretical and practical sessions (minimum 10 working days), covering biosafety principles, facility-specific standard operating procedures (SOPs), emergency response procedures, waste management, decontamination practices, use of personal protective equipment (PPE), and safe laboratory practices relevant to the approved research activities. Following successful completion of the training, users shall pass the competency assessment (online certification examination) by obtaining a minimum qualifying score of 9 credits.
3. BSL-3 access shall be granted only after satisfactory completion of training, submission of all required documentation, issuance of biometric/access authorization, and successful demonstration of competency. Newly certified users shall initially work under the supervision of authorized BSL-3 personnel for a minimum period of 72 hours, after which independent access may be granted upon the approval of the BSL-3 Facility In-charge and the Biosafety Officer.
4. All authorized BSL-3 users shall undergo mandatory annual refresher training and competency reassessment, or additional training whenever significant procedural changes, new equipment, or new research activities are introduced, as determined by the BSL-3 Operations Team.
5. The Principal Investigator is responsible for ensuring that all project personnel comply with approved protocols, facility SOPs, institutional biosafety policies, and applicable national regulatory guidelines while working within the BSL-3 facility.

6. Users shall obtain online booking credentials from the BSL-3 Facility Manager prior to scheduling experiments. Facility usage shall be subject to availability of laboratory space, equipment, and operational requirements. Bookings shall be confirmed only after approval by the BSL-3 Facility Manager and subsequent confirmation by the investigator.
7. The BSL-3 facility shall provide the required PPE, including Tyvek suit, surgical mask, N95 respirator or Powered Air-Purifying Respirator (PAPR), head cover, shoe covers, ankle-length shoe covers, long-sleeved gloves, surgical gloves, sleeve covers, and face shield, as applicable to the approved work. All PPE supplied by the facility is intended for single-use only. Users shall coordinate with the Facility Manager regarding routine facility consumables. Charges for PPE and consumables shall be charged in accordance with the approved facility user charges.
8. Users shall bring a dedicated pair of closed-toe, rubber-soled footwear and a set of washable laboratory scrubs designated exclusively for BSL-3 use. Specifications for acceptable footwear and scrubs shall be provided by the facility.
9. Users are responsible for providing all project-specific consumables required for their approved research activities, including laboratory plasticware, specialized reagents, kits, media, chemicals, and any other materials not routinely supplied by the BSL-3 facility.
