



BSL-3 FACILITY

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

SOP No: BSL3/RGCB/SOP/001		Document Name: GUIDELINES FOR ACCESSING THE BSL-3 FACILITY	
Version: 1.0			
Effective Date: 23-08-2023	Next Review Date: December 2025	Revision No & Date: 04 & 18/10/2024	Page: 1-3
Amendment made: Nil			
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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 RGCB 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. Institutional Animal Ethics Committee (IAEC) approval of the project (for animal work).
5. Research experience 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 from duly filled and signed by the Medical Practitioner.

INSTRUCTIONS:

1. The BSL-3 Facility In-charge / Facility Manager requires the PI to submit the IBSC and RCGM project clearance certificate before initiating any work in the BSL-3. Upon approval, and submission of all required documents, users must undergo an initial assessment, which includes an online examination and a 10-day training program (theory and practical sessions) covering safe work practices, emergency and safety procedures, waste handling/processing, and good laboratory practices specific to the facility and their research projects.
2. Upon completion of the relevant training, users must pass a certification online examination and obtain at least 9 credits to demonstrate their competence in the safe use of the facility, as well as safe handling and management of infectious materials in the BSL-3 facility. The user will be permitted to work inside the BSL-3 lab only after demonstrating satisfactory performance, upon issuance of an access approval card/ biometric access, and under the supervision of facility technical staff for an initial 72-hour period. Subsequently, users will be allowed to work independently, subject to approval by the facility in-charge and biosafety officer.
3. After the initial training and certification, all BSL-3 users must undergo regular refresher training each year, as recommended by the BSL3 operations team.
4. It is the responsibility of the project PI to ensure that their lab members follow the Standard Operating Procedures (SOPs) and all required biosafety protocols while working in the facility.
5. To initiate work, users should obtain online booking login credentials from the BSL-3 Facility Manager. After checking the availability of space in the BSL-3, investigators will receive confirmation from the BSL-3 Facility Manager. Once investigators confirm, their booking will be finalized.
6. For animal work, investigators must submit a detailed work plan to the BSL-3 Facility In-charge, including the required time points for the experiment. After checking the availability of space in the BSL-3, investigators will receive confirmation from the BSL-3 Facility Manager. Upon confirmation by investigators, their booking will be finalized.
7. Animal work will be conducted on a first-come, first-served basis, strictly following the guidelines set by the Committee for the Purpose of Control and Supervision on Experiments on Animals (CPCSEA).
8. Investigators may need to make minor adjustments to their experiment schedules if there is an overlap with the schedules of other investigators.
9. If investigators are unable to house their animals in the BSL-3 within the specified time, their booking will be cancelled.
10. Users will be provided with a PPE kit (which includes a Tyvek suit, surgical mask, N95 mask/N95 respirator, head cover, shoe cover, ankle-length shoe cover, long-sleeve gloves, surgical gloves, sleeve cover, and a face shield) by the facility (PPEs are for single time use). Users should coordinate with the facility manager for routine consumables used in the facility. A minimum fee will be charged for the same as per the usage.

11. Users should bring a pair of rubber-toed, covered shoes and a pair of washable scrubs (Details will be provided) for working in the facility.
12. Users should provide their own plastic ware and specific consumables for cell culture and animal experiments.