



Advisory Committee on Biological Safety CONTINGENCY PLAN FOR EMERGENCY SITUATIONS

Rationale:

To provide a procedure for Principal Investigators (PIs) and/or their staff if an emergency situation occurs which could impact the containment of biological agents under their control. An emergency situation constitutes such things as a bomb threat, severe weather (e.g. hurricanes, floods), earthquakes, power outages, and other natural (or unnatural) disasters and/or any situation that will impede or limit staff/researchers access to laboratory facilities.

Procedure:

Principal Investigators shall include the following when developing Emergency Response Procedures for their respective laboratories:

Emergency Preparedness

1. Develop and maintain an up-to-date emergency contact list so that all lab members can be reached in the event of an emergency.
2. Any staff or student that will be absent due to an emergency situation for the day and/or several days shall inform the Principal Investigator and/or Supervisor.

During an emergency

3. PI/Supervisor shall ensure that access to the laboratory is strictly limited to authorized personnel only.
4. PI/Supervisor shall ensure biological agents within the laboratory facilities are contained and secured according to the Laboratory Biosafety Guidelines.
5. The Biosafety Officer (BSO) will be notified by the PI/Supervisor if the BSO's assistance is required during an emergency situation.
6. PI/Supervisor will suspend the ordering of new biological agents until the emergency situation has been rectified and/or crises have abated.
7. If the emergency situation is such that neither the PI/Supervisor nor the BSO can address it then the local and/or national emergency services will be notified by the BSO. Relevant information (e.g. potential hazards, lab containment level) will be provided to emergency responders.