

5. Do not place any items over front to rear intake grills. Ensure that all activities are conducted at least 4 inches within the air curtain of the biosafety cabinet (i.e., greater than the height of a cage card holder).
6. Make sure the viewing window is set to the recommended working height before initiating any procedures. Audible and visual alarms are present on some models to warn the user of inappropriate window height.
7. Separate contaminated materials on cabinet work surface to minimize movement.
8. Allow 2-3 minutes after apparatus and materials are placed into cabinet.
9. Minimize movement within the BSC and within the room to reduce air flow and use proper aseptic technique.
10. Recommended minimum attire includes gown, Tyvek sleeves, and gloves. Additional PPE and procedures may be required for Isolation (see **SOP 413** entitled Isolation Rodent Husbandry and Use) or ABSL-2 containment (see **SOP 408** entitled Biosafety Level-2 Rodent Husbandry).
11. Allow 2-3 minutes before removing materials from cabinet.
12. Do not use constant flame gas burners or any flammable substances whose flash point is point is below 25⁰ C.
13. Disinfect all interior work surfaces by spraying and wiping down with Oxivir or Clidox 1:5:1. If Clidox is used it is followed by rinsing with 70% isopropyl alcohol.

Note: Specific disinfectants may be required for decontamination of specific biological agents. Refer to biohazard signage or MSDS to determine which chemical disinfectant to use. Chlorinated disinfectants (i.e., Clidox-S, bleach) use can cause corrosion of equipment and must be followed with a final rinse/wipe with 70% alcohol.
14. Turn off blowers and lights.

V. MAINTENANCE

1. Inspect condition of unit and electrical cord/plug to ensure safe operation. Equipment determined to be unsafe will be removed from service immediately.
2. BSCs used to isolate animal use activities (e.g., rodent surgeries, administrations) or contain animal activities involving recombinant DNA or Risk Group I or II infectious agents (i.e., ABSL-2) **must be disassembled and thoroughly cleaned and disinfected, weekly.** Disassembly includes removing the front and rear grills, raising the floor of the BSC to access the spill pan. Grills, floor, and spill pan are cleaned and then disinfected using Oxivir or Clidox (1:5:1). Clidox (1:5:1) use should be followed by an isopropyl alcohol rinse/wipe to remove surface residue after the **required five minute contact time.**
3. The weekly disassembly, cleaning, and disinfection of the BSC shall be recorded on the Room Status Sheet by annotating "**BSC**" in the Housekeeping column.

4. Yearly, schedule certification and routine maintenance with vendor (since actual time of hood is use is so low, yearly filter checks by the vendor should cover all