Standard Operating Procedure

DISPOSABLE BIOLOGICAL WASTE DISPOSAL

Objective:
This procedure is to ensure that disposable biological waste is managed in an appropriate and safe manner.

Definitions:
Biological Waste: waste that is biological in origin and includes human, animal, invertebrate, aquatic and plant waste. This includes the containers that hold such waste or might have had contact with biological materials. These materials might or might not be biohazardous and treatment methods and disposal will vary accordingly.

Categories of Waste:
Disposable waste contained within the standard autoclave bags provided must be treated to render them non-infectious. This can be achieved by on-site autoclaving; the treated waste can then be disposed of to landfill; however it must be de-identified first. It is not mandatory to dispose of this waste through an approved biowaste disposal company, but it can be an alternative option for treatment and disposal.

All sharps must be collected in approved sharps containers and all must be treated to render the material non-infectious and then shredded to destroy them. Sharps containers can therefore be autoclaved on-site if desired (but this is not necessary), but must then be given to an approved biowaste contractor for further treatment and disposal.

Cytotoxic waste is required to be incinerated. Cytotoxic waste, must be segregated from other waste and collected in puncture resistance, leak-proof purple cytotoxic bags labelled with the cytotoxic symbol emblazoned. All cytotoxic waste should be disposed of by an approved biowaste disposal company.

Procedure: Standard Autoclave Bags
1. All autoclave bags must be autoclaved.
   - Seal the autoclave bag loosely with autoclave tape.
   - Label the bag with the laboratory name, room number and name initials.
   - Place the used bag into the secondary container provided and decontaminate the outside of the container liberally with ethanol. Take to the autoclave area/s 087-108 or 089-004A and place in one of the trays provided to the left of the autoclave.
   - Adequately trained staff will perform the following procedure….
2. Autoclave the waste as per manual instructions.
3. Once the waste is autoclaved, mark the autoclaved bag as “DECONTAMINATED”.
4. Place the autoclaved bag into the wheelie bin provided, that has been previously lined with a black opaque bag.
   - The autoclave units log operation data manually onto thermal paper receipts ensure that the receipts are initialled at the time of loading and removal, following autoclaving, and ensure the receipts are filed at the available locations.
5. Once the wheelie bin is full, fully seal the black bag lining the bin, and wheel the bin and its contents to the large landfill bin, located outside of building 093.
6. Place the waste into the bin using the bin-lifter provided, as per manual instructions.
7. The bin can then be returned to its original location and re-lined with another black opaque bag.

Procedure: Sharps
1. All sharps must be placed in an approved sharps container and must then be given to an approved biowaste contractor for further treatment and disposal.
   - Seal and place used sharps bins into the “clinical waste infectious substances 6.2” bin located in the autoclave area/s 087-108 or 089-004.
   - Please contact the team leader – laboratory and technical support (biomedicine) for disposal arrangement of the trade waste bin if necessary.
**Procedure: Cytotoxic Waste**

1. All cytotoxic waste should be disposed of by an approved biowaste disposal company.
   - All cytotoxic waste should be placed into an approved cytotoxic bag and labelled appropriately.
   - Seal and place used bags into the “cytotoxic” bin located in 087-109. Appropriate disposal documents must be completed and accompany the waste.
   - Please contact the team leader – laboratory and technical support (biomedicine) for disposal arrangement of the trade waste bin if necessary.

**References/Resources:**
1. AS/NZS 2243.3: 2010 Safety in laboratories Part 3: Microbiological safety and containment
2. OGTR Guidelines for the Transport, Storage and Disposal of GMOs (Version 1.1)
3. Department of Agriculture, Fisheries and Forestry – Biosecurity: Quarantine Approved Premises Criteria 5.2 for Quarantine Containment Level 2 (QC2) facilities