



INTEGRATED BIOREPOSITORY OF H3AFRICA UGANDA

MAKERERE UNIVERSITY COLLEGE OF HEALTH SCIENCES

STANDARD OPERATING PROCEDURE

TITLE: WASTE MANAGEMENT

PAGE 1 of 7

SOP #: IBRH₃AU-SOP-BSP-014.1

Effective Date: 09/01/2014

Next Rev: DEC 2015

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VALIDATION AND RETIREMENT

	NAME	DATE
Validated by:		
Retired by:		

ACKNOWLEDGEMENT OF READING AND UNDERSTANDING

I have received and understood the training on this SOP. If I have not understood the training I have asked the trainer to retrain me to ensure that I completely understand all the requirements.

	NAME	SIGNATURE	DATE
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1 INTRODUCTION

Processing and storage of biospecimens involves the use of chemicals and generation of biohazardous waste. Measures and precautions shall be taken to ensure that personnel handle these chemicals and biospecimen and waste generated with care to avoid contamination and injury. Disposal of chemicals, biospecimen and biohazardous waste shall be done safely and with adherence to local regulations. The degree of processing may reduce the risk from infective agents and chemicals. However, certain agents may still be infective even when fixed or processed.

2 PURPOSE

To outline processes that will be used to handle both biohazardous and chemical waste.

3 SCOPE

This standard operating procedure outlines processes that must be followed in order to dispose of biohazardous waste in a manner compliant to biosafety regulations and minimizing contamination of public waste sites with biohazardous materials and exposure of biorepository and waste management personnel to infectious agents.

4 REFERENCE TO OTHER IBRH3AU SOPS OR POLICIES

- 4.1 IBRH3AU Policy: POL 2 Ethics and Regulatory Issues
- 4.2 IBRH3AU Policy: POL 5 Records and Documentation
- 4.3 IBRH3AU Policy: POL 8 Occupational Health and Safety

5 ROLES AND RESPONSIBILITIES

This SOP applies to all personnel that work at the IBRH3AU and are responsible for receiving, processing, storing, retrieving and distributing biospecimen and disposing of biological waste and handling, storing and disposing of hazardous waste.



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6 MATERIALS, EQUIPMENT AND FORMS

- 6.1 Appropriately labeled biohazard waste bags
- 6.2 Biohazardous sharps disposal containers
- 6.3 Bleach or chemical disinfectant
- 6.4 Hazardous Chemicals
- 6.5 Disposal Receptacles
- 6.6 Identifying Labels
- 6.7 Appropriate Forms
- 6.8 Gloves
- 6.9 Lab coat
- 6.10 Face shield

7 PROCEDURES

Note: Before performing any of the procedures listed below make sure you have put on appropriate/necessary personal protective equipment

7.1 Disposal – Biohazardous Liquids

- 7.1.1 Dispose of blood and liquid biohazardous waste generated during sample processing by pouring the waste into a leak proof container containing freshly prepared 10 % chlorine bleach solution or other suitable chemical disinfectant. If possible perform this task in a fume hood.
- 7.1.2 After 30 minutes or a suitable time-interval ensuring decontamination, the solution may be discarded down the drain.
- 7.1.3 Avoid the creation of aerosols or spills during this process.

7.2 Biohazardous Material Waste Management

7.2.1 Disposal – Sharps Waste

- 7.2.1.1 Recapping of needles is not recommended
- 7.2.1.2 Dispose of all sharps waste into a readily available, approved puncture resistant container labeled with a biohazard symbol.



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Sharps containers should be incinerated in accordance with local guidelines

7.2.2 Disposal of Waste for Non-Bankable Biospecimen

- 7.2.2.1** In the case of inadequate or revoked consent, identify all biospecimen associated with the participant.
- 7.2.2.2** Before disposal confirm the identity of the biospecimen.
- 7.2.2.3** Retrieve biospecimen from storage unit.
- 7.2.2.4** Dispose of tubes in the biohazardous waste bag for incineration
- 7.2.2.5** Record that the sample has been discarded and update inventory systems respectively.



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8 REFERENCES

- 8.1 Best Practices for Repositories I. Collection, Storage and Retrieval of Human Biological Materials for Research. International Society for Biological and Environmental Repositories (ISBER).
http://www.isber.org/Search/search.asp?zoom_query=best+practices+for+repositories



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9 REVISION HISTORY

Revision No	Effective Date	Description of Changes Made from Preceding Revision	Approved by/ Date

ANNEX 1: DOCUMENTATION OF SUGGESTED CHANGES TO THIS SOP

CLAUSE	SUGGESTION	BY	DATE