

# Clean Air Device Purchase and Use Policy

<b>Title:</b>	Clean Air Device Purchase and Use
<b>Last Reviewed Date:</b>	02-05-2026
<b>Last Revised Date:</b>	02-05-2026
<b>Effective Date:</b>	11/18/2003
<b>Applies To:</b>	Faculty, staff and students, others
<b>Contact:</b>	<a href="#">EHS Biological Health and Safety</a> 860-486-1838   <a href="mailto:ehs@uconn.edu">ehs@uconn.edu</a>

## 1 PURPOSE

To provide assurance that the University community uses clean air devices that are appropriate for their protection and research needs, as well as to ensure that the equipment is properly maintained.

## 2 APPLIES TO

This policy applies to all University personnel who use or intend to use clean air devices as biological containment and/or sterile air environments at the Storrs, Avery Point, Hartford, Stamford and Waterbury campuses.

## 3 DEFINITIONS

**Biological Safety Cabinets or Biosafety Cabinets (BSCs):** are designed to provide personnel, environmental and product protection when appropriate practices and procedures are followed.

**Horizontal Laminar Flow or Clean Bench:** discharges HEPA-filtered air from the back of the cabinet across the work surface and toward the user. These devices only provide product protection. They do not provide personnel or environmental protection. Hazardous substance

must never be used in this type of device. Horizontal airflow “clean benches” must never be used as a substitute for a biological safety.

**Vertical Flow Clean Bench or PCR Enclosures:** provide a work area that is free from environmental nucleic acids. HEPA-filtered air is discharged down toward the work surface. While these units generally have a sash, the air is usually discharged into the room under the sash, resulting in the same potential problems presented by the horizontal laminar flow clean benches.

## 4 POLICY STATEMENT

The purchase or transfer of clean air devices must be approved by Biosafety. Clean air devices must be professionally certified according to NSF standard 49 or manufacturer recommendations if the standard does not.

## 5 ENFORCEMENT

Violations of this policy and any related procedures may result in appropriate disciplinary measures in accordance with University Laws and By-Laws, General Rules of Conduct for All University Employees, applicable collective bargaining agreements, and the University of Connecticut Student Conduct Code.

## 6 RESPONSIBILITIES

### 6.1 EQUIPMENT OWNER

- Obtain approval to purchase or transfer Clean Air Devices PI’s must submit an IBC Registration or an amendment to their existing approved registration, to ensure activities involving transgenic animals are approved prior to initiation of work.
  - To purchase: Begin purchase in Husky Buy by filling out the EHS Purchase Approval Requisition Form or fill out and submit Clean Air Devices (CADs) Purchase/Use Justification (Form J) to Biosafety prior to the purchase requisition.
  - To transfer between labs or from Surplus: Fill out and submit the Clean Air Devices (CADs) Purchase/Use Justification (Form J) to Biosafety
- Schedule initial setup and certification with Biosafety or the vendor at initial purchase.
- Follow established certification and maintenance schedule for each device.

## 6.2 BIOSAFETY

- Review Form J and EHS Purchase Approval Requisition Form submission and make a determination regarding approval or denial of requests.
- Present requests for the use of clean benches to the Institutional Biosafety Committee.
- Maintain a database of clean air devices, their locations and certification schedule.
- Send reminders to owners of certification renewal
- The PI is responsible for training students, teaching assistants and staff about the policies and procedures for animal handling and appropriate carcass disposal.

## 7 FORMS/PROCEDURES

- **Purchase or Transfer request:** [HuskyBuy](#), [Form J](#)
- **Certification:** Clean air devices must be professionally certified at initial installation, at least annually thereafter, and whenever units are relocated, moved, or service is performed that exposes unit interiors.
- **Decontamination:** Biosafety cabinets must be professionally decontaminated before they are relocated, moved or unit interiors are accessed for service. Biosafety coordinates certification vendor contracts and schedules annual certifications.

## 8 REFERENCES

- [BMBL](#) Appendix A-Primary Containment for Biohazards: Selection, Installation and Use of Biological Safety Cabinets