

## Storage and Use of Needles and Syringes in Laboratories and Animal Facilities

**Scope/Summary:** This policy outlines the requirements for proper storage and use of needles and syringes in laboratories and animal facilities at MIT.

**Background:** In 2007, there were changes to the Commonwealth of Massachusetts Regulations to allow the purchase of needles and syringes without a prescription. These changes did not address whether stores or stocks of needles and syringes should remain secured. The intent of this policy is to prevent accidental injuries and theft. The CAB/ESCRO asks that the EHS Biosafety Program be consulted and must approve any exceptions to this policy.

### I. Storage:

- Laboratory and animal facility stores of needles and syringes should be kept secured at all times either in a locked laboratory cabinet or in a locked laboratory space.
- Needles and syringes should only be utilized in a specified laboratory space that provides a barrier to access (e.g. a locked room with access restricted to researchers designated by the Principal Investigator).
- Needles and syringes should never be left unattended on an open laboratory bench.

### II. Disposal:

- Needles and syringes with an attached needle must be placed in designated biological sharps containers for disposal. When full, the disposable biological sharps containers must be placed in the biowaste boxes. Recyclable biological sharps containers are managed separately from the biowaste boxes.
- Regardless of their use, syringes without a needle must be discarded directly in the biowaste boxes.
- Once attached, needles must never be detached from a syringe and should be disposed of directly into a biological sharps container.
- Needles and syringes must never be discarded into the regular trash. They must be discarded as described above.
- Even needles and or syringes that are not used for injection of materials into animals but are part of laboratory created equipment or set-up must be discarded as described above.

### Revision History:

Approved 09/30/2013

Revised and approved 4/13/2017