

# Standard Operation Procedure

## Loss/Theft of Biological Material

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<i>Title:</i> Loss/Theft of Biological Material		<i>Document Number:</i> Loss/Theft of Biological Material
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### 1.0 **Purpose:**

The purpose of this procedure is to ensure that all faculty, staff, researchers and students know what to do if biological material is lost or stolen.

### 2.0 **Scope:**

This procedure applies to all faculty, students, staff and researchers using the facility.

### 3.0 **Protocol:**

In case of loss or theft of biological material:

- Inform supervisor
- Fill out an Incident Report
- Contact the McMaster University Biosafety Manager at ext: 23453
- The Biosafety Manager is to contact PHAC for proper action.