

Transition from Innovation Lab to Proprietary Lab

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Aim

This document will explain tenants' responsibilities when transitioning from Innovation to Proprietary lab space.

Tenant's responsibility

The proprietary lab tenant's responsibilities are as follows:

1. Provision of first aid cover (a minimum of two trained first aiders), including the provision of a first aid box in the office or lab.
2. Provision of fire marshals (a minimum of two fire marshals). See BioEscalator policy 'Fire evacuation procedures for Innovation Building'.
3. Creation of an account with Barbican Logistics for lab waste management, including completing a pre-acceptance audit form.
4. Creation of an account with Oxwash or Johnson's workwear for laundry service of lab coats.
5. Disposal of hazardous chemical waste from the lab. Speak to BioEscalator Laboratory Manager for advice.
6. Submission of Health and Safety Statement to BioEscalator Laboratory Manager within eight weeks of lease start date.
7. Disposal of WEEE (Waste electric and electronic equipment) waste. Speak to BioEscalator Laboratory Manager for advice.
8. Completion of Portable Appliance Testing (PAT) annually. The BioEscalator Laboratory Manager can organise it.
9. Completion of an annual fire risk assessment within proprietary space and submission to BioEscalator Laboratory Manager.
10. Maintenance and repair of own chattels and fixtures, including CO2 pipework, O2 monitors, changes to electrics and fume cupboards
11. Granting of relevant licences (e.g. HTA licence for storage of human samples and GMO licence for genetic modification work).
12. Arrangement of public liability insurance not less than £10 million.
13. Provision of name and contact details of 2 key holders in case of emergency.

Also note the following

- Any additional space (above standard allocation) in the -80°C freezer and the cryogenic tank is chargeable per calendar month. Speak to BioEscalator Laboratory Manager to arrange.
- If you wish to make any changes to the proprietary space, discuss them with the BioEscalator Business Manager first.
- Access to the services lab, ice machine and dry ice is included in the lease agreement. Access to all other core lab services is by prior arrangement via opt-in (monthly charge).