

# Protocol for Cold Rooms and Freezers

These rooms are for **TEMPORARY** storage of **non-hazardous, uncontaminated materials** only. It is absolutely unacceptable to place anything in this room that is not safe to dispose of in the SEFS dumpsters or be poured down the drain.

All materials must be labeled with 1) the researcher's last name and email; 2) the last name of a student's advisor; 3) the nature of the stored material; 4) the date placed in the room; and 5) a disposal date. If there is no such label on the outside of containers, materials are subject to immediate disposal. The form is available on the SEFS website at:

<http://www.sefs.washington.edu/tools/forms/frmColdRoomStorageLabel.pdf>

A copy of this form must be taped or fastened securely to the outside of the container, with another copy inside the container.

If the disposal date is more than one month away from the date of storage, the materials must be enclosed in a plastic storage box that will contain leaking samples, allow people to see the contents inside, and be stackable. Containers of this sort are available in a range of sizes at Office Depot, Lowes, Home Depot, Wal-Mart and most hardware stores.

Samples are not to be placed on top of samples owned by others. All samples must be accessible at all times.

Custodians of these rooms are as follows. It is their responsibility to periodically monitor the condition of the room and ensure compliance with the protocol. Users of these facilities should report any problems to the custodians ASAP.

## COLD ROOM CUSTODIANS

Bloedel 255	Rob Harrison	Soils	35 F
Bloedel 257	Shannon Ewanick	Pulp and Paper	37 F
Bloedel 259	Rob Harrison	Soils	10 F
Bloedel 289	Aaron Wirsing	Wildlife	-5 C
Bloedel 291			23C, 50% rel. hum.
Bloedel 293	Shannon Ewanick	Pulp and Paper	36 F