



Bio Inventory in the Laboratory

What's in Your Freezer?!!

The National Institutes of Health has declared September as the National Biosafety Stewardship Month, so it's very important to take stock of your biological material. This is the time to ask yourself, "What's in the Laboratory Freezer?!"

Who maintains inventory?

All Principal Investigators and Supervisors who use or store biological materials are required to maintain an up-to-date biological materials inventory. Extremely volatile chemicals evaporate readily and thus contaminate the air you breathe more easily than other chemicals do.

Why is an inventory important?

Laboratory relocations, duplicate samples, and personnel rotations can result in forgotten biohazardous materials lingering in freezers and other laboratory locations.

What do I need to do?

Inventory the biological materials you use and/or store in areas under your control. When surveying freezer space, pay attention to:

- **Materials from other researchers.** Coordinate with researchers that share space in your freezer(s) to conduct a joint inventory order to verify ownership of all biological materials in the freezer.
- **Abandoned Materials.** If you find biological materials belonging to a researcher who is no longer at the university, contact EH&S for disposal. You may request disposal online at: www.ehs.uci.edu/apps/waste/biocollect.jsp.
- **Unlabeled or unreadable containers.** Assure that containers are easily identifiable so that laboratory personnel can find what they need in a timely manner.
- **Ice build-up.** Maintain routine defrosting and cleaning of freezers to provide space and organization.

How can EHS help?

EHS can assist you in maintaining a current biological inventory in the following ways:

- Pick up any abandoned biological materials in your area.
- Assist in registration of the biological materials with the Institutional Biosafety Committee (IBC).
- Provide red bags and biowaste containers for waste management.



Safety Moment:

Bio Inventory in the Laboratory

I have reviewed and understand the contents of this Safety Moment document.

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