



Cold Room Guidelines

1. Each laboratory using a shared cold room is responsible for ensuring that no items stored within the designated storage space are harboring mold.
2. All items in the cold room must be labeled with the Principal Investigator's (PI) name. Any items not labeled, are subject to being removed and discarded.
3. **DO NOT** store cardboard or any paper products in cold rooms. Metal or plastic containers are allowed. If some paper products (e.g. Kim wipes) are required, place the item in a closed plastic container between uses. Should visible mold be found on a paper product, discard the item immediately.
4. **DO NOT** store dry ice in cold rooms. Cold rooms have minimal or no fresh air exchanges, so storing dry ice can result in asphyxiation.
5. Glassware, boxes and equipment should be placed on an open shelf or a steel or plastic cart. Any item being used for storage that is non-compliant is subject to being removed and discarded, if it does not meet the outlined requirement.
6. **DO NOT** store items on the floor. Items left on the floor are subject to being removed and discarded.
7. **DO NOT** leave any items in the sink. Items left in the sink are subject to being removed and discarded.
8. Dispose of all trash (paper towels, tubes, etc.) **outside** of the cold room.
9. Promptly clean up any spilled liquid (e.g., buffers, media). Mold can thrive on any organic medium.
10. To prevent condensation, close cold room doors and assure the door stays firmly shut.

