

**Standard Operating Procedure**

**STORAGE AND LABELLING OF HUMAN TISSUE**

**Freezers/fridges**

Freezers and fridges used for human tissue should be used exclusively for this type of tissue, as far as possible. However, this is not compulsory.

Freezers and fridges need to be labelled and the labelling should observe the following guidelines:

Building and room number/freezer temperature/freezer number

Example: Owen714/-80/21

(This is freezer number 21 in room Owen 714 with a freezer temperature of -80°C)

In addition to this, the front door of the freezer or fridge needs to clearly state 'Human Tissue - Hazard'. All -80 °C and -20°C freezers and fridges also need a label with the name of the staff/students using these freezers and their designated shelves.

**Red storage boxes/tubes and labelling**

All human tissue must be stored in the red boxes provided. The boxes come in various forms and sizes but must be transparent red to give a visual indication of the contents being human tissue.

Boxes known as '*Really Useful Boxes*' are deemed appropriate and any shape or size can be used as long as it is transparent red. These boxes can be purchased online from many retailers including e.g. Amazon.

**Label specification**

The labels used for these boxes and tubes should be Brady labels (but can be ordered from any retailer ([www.bradyeurope.com/labid](http://www.bradyeurope.com/labid))). It is important to use these labels as they are

designed for extreme conditions, including freezer storage (-80°C) and are resistant to solvents, including ethanol.

### **Labelling instructions**

The **box** labels will have to display the following information:

HUMAN TISSUE

Name of PI

Project ID (e.g. ethics approval number)

Project start date

Sample type, volume

All **tubes** that will be stored inside the red boxes will have to display the following information:

Name of PI/researcher

Project start date

Sample ID (as defined by researcher/PI)

Sample ID (defined by researcher/PI)

Freezers or fridges containing human tissue will have restricted access. Please contact a member of the technical team for details of how to access them.