

Appendix 7.3 – Reagent LogBook Entry

All reagents and consumables received or created by the Laboratory of Microarray Technology are entered into the Reagent LogBook and assigned a unique identifier.

General Rules

- 1. The reagent ID number format is “LMTyyyymmdds” (s is a series letter, a-z)
It must be prominently written on the reagent in permanent marker.**
- 2. List all individual components used for complex reagents. For simple reagents, the component is listed as “kit” or “neat”.**
- 3. Expiration Dates**
 - a. Expiration dates are generally found on the reagent packaging or accompanying literature.**
 - b. Biological reagents such as RNA and DNA do not have expiration dates when stored at -80C.**
 - c. Qiagen kits containing buffers stored at room temperature are given 3-month expiration dates.**