
Technical Procedure for Latent Evidence Refrigerator Monitoring

1.0 Purpose - This procedure specifies the required elements for the monitoring of the Latent Evidence refrigerators.

2.0 Scope - This procedure applies to refrigerators in the Latent Evidence Units of the State Crime Laboratory.

3.0 Definitions - N/A

4.0 Equipment, Materials and Reagents

4.1 Equipment

- Latent refrigerators

4.2 Materials and Reagents

- N/A

5.0 Procedure

5.1 Procedure for Latent Evidence Refrigerators

5.1.1 Standards and Controls

5.1.1.1 Each refrigerator in the Latent Evidence Unit shall have the temperature recorded and monitored by a Forensic Scientist Manager, Evidence Technician, or designee on a daily basis when in use for evidence storage.

5.1.1.1.1 Thermometers used to monitor the temperature shall adhere to the Laboratory's Procedure for Equipment Calibration and Maintenance.

5.1.1.2 Any refrigerator that is shown to not be properly functioning shall be reported to the Latent Evidence Technical Leader who will evaluate the nature of the problem and propose a solution.

5.1.1.3 Prior to use, new refrigerators shall be monitored for one day to ensure that it is functioning properly according to the user manual.

5.1.2 Calibrations - N/A

5.1.3 Sampling - N/A

5.1.4 Application of Procedure on Evidence

5.1.4.1 The acceptable temperature range of each refrigerator shall be 2 °C to 8 °C (36 °F to 45 °F).

5.1.4.2 Each refrigerator with a manual temperature chart and actively storing evidence shall have the temperature recorded on the chart each day by a Forensic Scientist Manager, Evidence Technician, or designee.

5.1.4.3 All charts shall be labeled with the refrigerator serial number, if present.

5.1.4.4 Records of the temperature monitoring shall be maintained in the Latent Evidence Unit.

5.1.5 Calculations - N/A

5.1.6 Uncertainty of Measurement - N/A

6.0 Limitations - N/A

7.0 Safety – N/A

8.0 References - Manufacturer’s information for each model of refrigerator.

9.0 Records

- Temperature control record for Latent Evidence refrigerator.

10.0 Attachments – N/A

Revision History		
Effective Date	Version Number	Reason
04/11/2025	7	5.1.1.1- added on a daily basis when in use for evidence storage 5.1.1.1.1 – added reference to Lab-wide procedure. 5.1.4.2- added actively storing evidence, charted each day