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Cc: ACTG Laboratory Science Group, IMPAACT Laboratory Center, BRI, Laboratory Technologist Committee

To: ACTG and IMPAACT Laboratories

RE: ACTG and IMPAACT Expectations for Specimen Storage in Cryovials and Tubes

****Please forward this information to the relevant laboratory personnel at your site****

Recently there has been an increase in the number of cryovial and tube related challenges. Therefore, the ACTG and IMPAACT Laboratory Centers, and the ACTG Laboratory Science Group would like to remind all laboratories storing samples for ACTG or IMPAACT in cryovials or tubes of the following:

1. **Only use externally threaded cryovials.** While internally threaded cryovials may be more space efficient within a freezer box, the liquid content expands during freezing and may be introduced into the tube thread resulting in an increased risk for contamination.
2. **Snap cap tubes** are absolutely not to be used as the caps are too easily dislodged. Snap cap tubes are not accepted by the repository for storage.
3. **Cryovials should not be filled beyond the capacity specified by the manufacturer and not to the top of the tube.** For example, a 2mL cryovial should be filled to a maximum of 1.8mL. This allows for the liquid to expand when frozen without dislodging the cryovial top or otherwise contaminating the threads.

Please contact the ACTG Laboratory Science group (ACTGLaboratoryCoordination@s-3.com) or IMPAACT Laboratory Center (IMPAACT.CentLab@fstrf.org), if you have any questions.