Organisation name Site or unit		STANDARD OPERATING PROCEDURE **Cold chain storage and transport of blood**	
Document ID	BLD-SOP-004	**Version**	1.0
Status	Blank form, to adapt	**Issue date**	
Review date		**Replaces**	
Owner		**Approved by**	
Signature			

Standards › Standard 5 › Standard operating procedures (SOPs)

Standard operating procedure (SOP) · BLD-SOP-004 · Version 1.0 · Approved by the ASF Expert Committee

Supports: 5.4

At a glance

- Blood and products are stored within the set temperature range.
- The temperature is monitored continuously, and recorded at least twice a day.
- Transport uses validated containers that keep the range.
- Any out-of-range reading is actioned and the unit is quarantined.
- Stop and get help straight away if: a unit is issued after being out of range, or a fridge alarm is not answered.

1. Purpose

To keep blood safe from the donor to the patient, with the cold chain monitored (5.4).

2. Scope

Applies to	Clinical and support staff in the hospital
Locations	All wards, clinics and departments of the facility

When	Whenever the activity described is carried out
Does not apply to	Activities covered by another document listed in section 15

3. Definitions

Term	Meaning
Clinical lead	The doctor or nurse in charge of the area at the time

4. Background

Blood spoils if it is too warm or too cold, and no one may notice until it is given. Continuous temperature monitoring, with a set response to any failure, keeps products safe in storage and on the road.

5. Responsibilities

Role	Responsibility	Competence
Blood bank director	Owns the cold chain and the back-up plan	Clinician
Blood bank technician	Monitors and records the temperature	Technician

6. Materials and equipment

Item	Requirement	Condition
Records and forms named in this document	Current version	Checked before use

7. Safety

- Stop and call for help if a patient is at immediate risk. Do not delay urgent care to complete paperwork.

8. Before you start

- Confirm the forms and equipment named in this document are available and current.

9. Procedure

Step 1. Store.

- Keep each product in the set range and in the set place.
- Check the alarm works each day.

Key point: Range and place are fixed.

Step 2. Record.

- Record the temperature at least twice a day on PHM-FRM-001, and at once after any alarm.

Key point: Recorded, not assumed.

Step 3. Transport.

- Use the validated container, and record the temperature at handover.

Key point: The chain holds on the road.

10. Decision points

- No decision points in this procedure.

11. Special situations

Situation	Action
Out of hours	Follow the same steps. Use the on-call contact on the wall of the area.

12. Escalation

- Any serious problem goes to the duty clinical lead at once and to the clinical director the same day.

13. Monitoring

Measure	Target	Frequency	Owner	If not met
Temperature readings in range	100%	Monthly	Blood bank director	Escalate to governing body
Alarms answered within the set time	100%	Monthly	Blood bank director	Escalate to governing body

14. Records

Record	Kept in	Retention
Record named in this document	Patient record or the area file	the period set by the facility's records policy, in years

15. Training

- Staff are trained in this document at induction and refreshed each year, with a recorded competency check.

16. Related documents

ID	Title	Use
PHM-FRM-001	Fridge temperature log	Log
BLD-REG-002	Donation traceability register	Register

17. Evidence

Reference	Note
E-009	Based on the Council of Europe Guide to the Preparation, Use and Quality Assurance of Blood Components.
E-006	ASF Policy Framework v1.2. Adapted.
E-009	ASF Expert Committee consensus.

18. Change history

Version	Date	What changed	Approval
1.0	the date of approval	First version	set Expert Committee approval

19. References

Accréditation Sans Frontières (2026). ASF Policy Framework v1.2. (E-006)

Accréditation Sans Frontières (2026). ASF Expert Committee consensus on Standard 1. (E-009)

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