



**GENVAULT®**

**GENVAULT®  
DESKTOP ARCHIVE**

**INSTALLATION & MAINTENANCE  
MANUAL**

For use with all GenVault GenPlates®

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## MAINTENANCE

### Desiccant Replacement

*It is recommended that the Cabinet's hygrometer is regularly monitored to ensure the Cabinet environment is maintained <40% humidity.*

*For best results GenVault recommends that the desiccant packs are replaced every 3 months or when the hygrometer no longer consistently <40% humidity (GenVault Catalog # GVDSC-1). A total of 16 packs are supplied initially with the Desktop Archive.*

### Hygrometer Battery Replacement

1. When the battery in the hygrometer needs to be replaced, a low battery flag will appear in the bottom-left corner of the display.
2. Replacement batteries of type LR44 or AG13 may be placed in the rear of the hygrometer.

## TECHNICAL SUPPORT

*For assistance with the Desktop Archive contact:*

### **GENVAULT TECHNICAL SUPPORT**

**[support@genvault.com](mailto:support@genvault.com)**

**888-436-0755**

**8 am - 5 pm US Pacific Time**

## INSTALLATION & CLEANING

### Installation

1. Place the Cabinet on a firm, level surface
  - The Cabinet should be located in an environment with constant temperature control to maintain a temperature of 20°C (68°F) ±5°C (10°F)
2. Clean the surfaces of the Cabinet to remove debris accumulated from transportation (**see guidelines below**).
3. Remove desiccant from packaging and place in cabinet. The user should place all four desiccant packs into the holders inside the four corners of the cabinet.
4. Ensure that the Cabinet door is closed and latched.
5. The desiccant packs will begin to dehumidify the air inside the Cabinet.
  - Wait until the humidity inside the Cabinet reaches <40% before storing GenPlates inside.

*Note: Opening the cabinet will cause the RH to fluctuate until the door is closed. After door is closed desiccant will begin to remove added moisture. The time to stabilize will vary depending on the amount of moisture let into the cabinet.*

### Cleaning Guidelines

- Use a clean, soft, lint-free cloth suitable for clean-room use.
- Use a cleaning product suited for acrylic surfaces. Consult a product's manufacturer if you are unsure of a product's effects.

## CABINET PROPERTIES & DESCRIPTION

The Desktop Archive is an acrylic cabinet with a single clear, sealing door. Designed to sit on a standard laboratory bench top, it has the capacity to hold 100 GenPlates. The Cabinet includes holders for 4 silica gel desiccant packs. A hygrometer located on the door is used to monitor relative humidity levels inside the cabinet. When used properly this unit will provide a moisture barrier for GenPlate storage.

The Desktop Archive, together with GenPlates, provides a safe and efficient, room temperature solution to long term biosample management that can easily be installed, operated, and maintained by your laboratory.

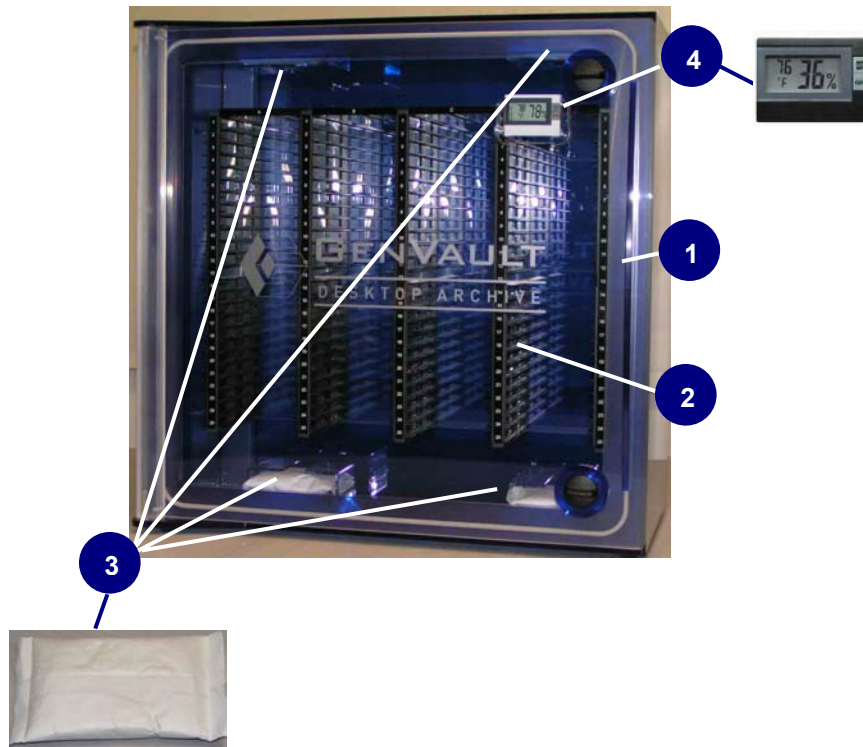
### Precautions

**Installation:** Follow the instructions in this manual exactly to make sure the Cabinet functions properly.

**Product and sample protection:** The Cabinet protects samples only when operated under normal conditions, with the door closed.

## Cabinet Description

*The following lists the dimensions and performance specifications of the cabinet.*



### **Cabinet Dimensions**

<b>Height:</b>	508 mm (20 inches)
<b>Width:</b>	508 mm (20 inches)
<b>Depth:</b>	254 mm (10 inches)
<b>Volume of Cabinet:</b>	6.55 cm <sup>3</sup> [2.31 ft <sup>3</sup> ] nominal
<b>Weight (without plates):</b>	16lbs

### **Humidity Control & Monitoring**

Passive humidity control maintained by 4 silica gel desiccant packs.

**Desiccant Pack Dimensions:** 120 mm x 75.0 mm x 5 mm (4.75" x 3" x 0.25")

**Humidity Monitoring:** Hygrometer holder built into cabinet door

**The Cabinet includes the following main parts:**

- (1) Cabinet
- (2) GenPlate Storage Rack
- (3) Desiccating Packs
- (4) Hygrometer