

Code of conduct in the Microscopy Services Laboratory during COVID-19 pandemic

Revision June 1st, 2021

We expect every researcher that uses our core to follow these rules and guidelines:

Evaluate your health before coming to the core

- **Do not come to the lab if you have COVID19 symptoms.** More detailed guidelines on which symptoms are of concern, and what to do can be found here, in the Employee Health Guidance section: <https://ehs.unc.edu/infectious-diseases/coronavirus/>

Carefully plan your visit to the core

- You can make a reservation via iLab on the following systems: LSM700, LSM710, Spinning disk, BX61, IX81, WILD, light-sheet.
- If you need a different microscope (TEM, SEM), contact the staff for assistance.
- If you need the analysis workstation, you can use it in person or remotely. If interested in the latter option, instructions are here: <https://www.med.unc.edu/microscopy/files/2020/03/Image-analysis-options-at-MSL-COVID19.pdf>
- **Leave at least 15 minutes between your reservation and any others on the analysis workstation.**
- If you are doing something new, difficult, or think you will need assistance, please contact MSL staff in advance, via email. We are more limited in the in-person assistance we can provide, so planning ahead is key to getting good results.

Behavior when you are in the core

- **Masks are mandatory and must be worn at all times, even if you are alone in a microscope room, even if you are fully vaccinated.**
- Do not eat anywhere in the core.
- Do not use the refrigerator to store your food or drinks.
- Do not drink, congregate or work at the table in the common area.
- You may leave closed containers with drinks only on the desk in the common area, and have a drink there if no other users are in that area.
- Gloves are not mandatory, but if you want to use gloves, put on MSL-provided gloves when you enter the core (they are behind the entrance door). Exception: light-sheet users, see below.
- Consider signing into the kiosk via your phone instead of the common computer. To activate UNC wifi on your phone: <https://sils.unc.edu/it-services/personal-computer-faq/wireless>. Website where you can sign-in to our kiosk: https://uncch.ilab.agilent.com/service_centers/4326/equipment_kiosk/dashboard

Behavior when you are using a microscope

- Disinfection of microscopes prior to and following use is not required, but available if you prefer. Hand sanitizer and the Biosafety cabinet hand washing station are available for users.

Understand the consequences of non-compliance

- Users that do not comply with these rules will be asked to modify their behavior and/or leave the core. Supervisors (typically, PIs) will be informed to ensure non-compliant behaviors do not repeat in the future.
- If non-compliance continues, users will be banned from the core for 2 weeks. Other imaging core directors will be informed of non-compliance at MSL.
- If a user attempts to access the core while banned, the issue will be elevated to the Department Chair level and may result in a permanent ban from the core.

Acknowledge these rules and commit to following them

- All MSL users must provide a signed version of these rules to MSL staff, via email: msl@med.unc.edu

I, _____, acknowledge I have read these rules and agree to them. I also understand that if I am found in violation of these rules, my access privileges to the Microscopy Services Laboratory may be revoked. I also understand that these rules may be modified in the future.

Signature

Date

PID