

As of 2/1/2022, the following EM Lab policies apply to ALL EM facility users.

Scheduling Time on Tecnai F30, Tecnai F20 and Morgagni 268

Tecnai F30, Tecnai F20: Each user is limited to 2 active weekly reservations. Once a session has started, an additional reservation can be made.

Please make sure the cryo-cycle is finished before the next user's session starts.

Morgagni 268: Each user is limited to 3 active weekly reservations. Once a session has started, an additional reservation can be made.

Cancellation and Time Grabbing

If for any reason you cannot use your session, it is your responsibility to delete the sign-up entry from reservation calendar as early as possible. An entry can not be removed once the start time of the session has passed. Entries which are not removed will be charged the full rate.

If a user does not show up after ONE hour from the entered starting time, his/her reservation may be lost. Any qualified user can sign-up or grab this session.

General Policies

IMPORTANT: If you experience problems while operating any of the instruments, please notify Berith Isaac. Attempting to correct a malfunction and inadvertently damaging one of the microscopes can void our service agreement. In the event of an emergency, shut down procedures for the microscopes and ancillary instruments are located in the instruction manuals for each instrument.

Very high temperatures in the rooms (above 76F) also indicate a problem and either Berith, or Brandeis facilities at extension 68500, need to be contacted.

Users must treat the shared cryo-EM equipment with care (from tweezers to the microscopes). No instruments/tools/chemicals should be removed from the facility at any time. If any tools are missing or damaged, the user should report the problem to a staff member at the beginning of the user's session.

If user error results in damage to a piece of equipment or a tool we will issue an official warning. Repeat offenses will result in the user being charged for the cost of repairing or replacing the equipment/tool.

All users must clean up their work areas after they finished their session and return all used items to their proper storage location.

All chemical waste must be disposed of in accordance with the rules of the Brandeis University Safety Office. If you have questions regarding this, please contact an EM lab staff member for assistance, Andy Finn (Safety Management) at extension 64262 or Radiation Safety at extension 64261.

IMPORTANT: Confine the use of heavy metal stains to the staining lab bench in room 436. Place any contaminated materials into the waste containers provided. All solid and liquid waste must be properly disposed of using the containers provided.

Users of the Brandeis EM facility should not be in other lab spaces. If you need additional consumables or supplies, ask Berith about what is and is not available.

Violations

Users violating to EM Lab policies will be warned once. Repeated violations may result in users being barred from any EM facility use for a period of time or permanently.

Acknowledgments

The existence of the Brandeis EM facility depends, in part, on proper acknowledgment in publications. This is an important metric of the value of facility and it helps it obtain financial and other support so that we may continue to provide essential services in the best ways possible. It also helps core personnel to advance in their careers, adding to the overall health of the core facility. Please include the following statement:

TEM samples were prepared and imaged at the Brandeis Electron Microscopy Facility. If a user had staff prepare or image their samples, please add that information to the statement.