COVID-19 safety instruction for users the Core Facility Fluorescence microscopy

This plan provides instructions for using the facilities of the Core Facility Microscopy to reduce the spread of potentially infectious agents including SARS-CoV-2.

1. Who is allowed to work at the Core Facility

All users who have pre-existing conditions such as high blood pressure, diabetes, cardiovascular diseases, chronic respiratory diseases or diseases and/or therapies which weaken the immune system are forbidden to use the facility. All pregnant or nursing mothers are prohibited from entering the Core Facility!

Only data analysis from experiments that are unpostponable can be done at the Core Facility. Please note that you are not allowed to enter the facility outside your booked sessions.

2. How many people are allowed to work together in W4-0-081

Since it is difficult to ensure sufficient distance between two people, only one person can be present at any one time in the room W4-0-081. That means that it is NOT possible to book the SP8 if somebody has booked the SP5 for the same time slot. (Since the SP5 is not very booked, I expect that this strategy will be possible without a too strong shortness of time slots for the SP8. However, you might have to also use the evenings and weekends sometimes to enable the safest way of using the facility.)

3. How to use Huygens deconvolution workstation

If you need to use the Huygens software, please install a floating license on your personal computer. If you need any help with this, just contact me or Vita Solovyeva vita.solovyeva@uni-oldenburg.de.

4. Avoiding virus transmission through user contact points at the microscopes

Please use 70% ethanol to disinfect the user contact points of the confocal microscope: the eyepieces, focus knob, control of the scanning table and microscope body, plus the computer keyboard and the mouse. Moisten a tissue (from the tissue box, NOT the WHATMAN Lens Cleaning Tissue!) with 70% ethanol and carefully wipe the surfaces. Please do not damage the microscope by pouring ethanol over touch pad mouse or keyboard. To ensure a 30second contact of the surface with 70% EtOH you may have to repeat the procedure. A lot of chemicals to disinfect surfaces are either harmful and/or can damage the microscope. Therefore, please do not use any other substances than ethanol! Additionally avoid touching the face with your hands and wash your hands frequently - the next bathroom is behind the elevator (AG Klump).

5. Avoiding virus transmission through the eyepiece

While looking at your specimen, you might touch the eyepiece of the microscope with your face. Please disinfect the eyepiece with 70% EtOH as mentioned above. To further avoid virus transmission between users, it is mandatory to wear mouth-nose protection to avoid coughing/breathing on the surface of the microscope and it is recommended to wear glasses/protective gasses to avoid the contact between skin and eyepiece. Alternatively, you might consider using the scanning view instead of eyepieces for specimen visualization.

6. Using of Amira workstation, Axio Scan slidescanner and Calcium Imaging microscope
The rules mentioned above are also valid when using the Amira workstation or the Axio Scan microscope. However, please ask the responsible personnel of the group of Michael

Winklhofer about the rules in room W4-0-066 during the pandemic. Please note that you always have to register (Name, time) in every lab!

7. Secure your data immediately

Please take your data with you once have finished your microscope session. You are not allowed to do get your data outside your booked microscope sessions!

8. Online support and trainings

Support and trainings for the confocal microscopes and the Huygens deconvolution will take place online (e.g. Teamviewer). If you need assistance at the confocal microscopes or if you need a training on the SP5-STED, please contact me. If you need support with Huygens deconvolution or a Huygens training, please contact Vita Solovyeva. If you need assistance with the Axio Scan, please contact Lena Ebbers (users of FakVI) or Susanne Schwarze (users of FakV).

9. Avoiding any contact of users of the Core Facility

To avoid any contact of the users, there is a gap of 15 minutes between each time slot. The time slots for booking during the core hours (8.00-20.00) change to: 7.45-11.45; 12.00-16.00; 16.15-20.15 (open end). Please stick to these times to avoid any contact between users. There is the possibility to book outside the core hours, but please ensure a gap of at least 15 minutes between every booking.

10. Tracking of Users

Pleas ALWAYS sign in the online calendar and also in the microscope book(s), also in the evening and at the weekend.

11. Protective equipment

Protective equipment, such as gloves, cleaning tissue, disinfectants and 70% EtOH are provided in the microscope rooms. Please inform me if anything is missing and when you opened the last package of gloves/tissue or bottle of 70% EtOH.

12. Illness

If you show any sign of illness, in particular fever, coughing and shortness of breath, please immediately leave the facility and inform Dezernat1 (Devision1, Personnel/Organization). The same applies if you have tested positive for COVID-19. If you have to cancel bookings please inform me so that I can disinfect contact points of the Core Facility.

Herewith I confirm that I have read and that I will follow the rules of the COVID-19 safety instruction for users the Core Facility Fluorescence microscopy.

Name	Date