**BIOMEDICAL ENGINEERING**

**Imaging Core Facility Rules**

**Service- Charge Facility Accessible by Permission Only**

1 **Safety**

-SAFETY IS ALWAYS THE NUMBER ONE PRIORITY.

-Wear lab coats, gloves, safety glasses, closed-toe shoes, and long pants.

-Eating and drinking are strictly prohibited in the facility.

-Should any problem arise inform the lab manager immediately.

**2 Personnel Training**

-Facility users must finish the training on instruments. Only Nikon technician and lab staff will train and certify users in the operation of the instruments. Consult with the lab manager for the training schedule.

-Facility users must finish the following environmental health safety training prior to working in the lab: 1) Laboratory Hazard Awareness; 2) Small spills and leaks; and 3) Hazard Communication (HAZCOM).

- Lab manager will grant card access to facility users after their training certificates sent in.

**3 Equipment Reservation**

-Imaging core is a recharge facility. Consult with the lab manager regarding the rates.

-Reserve the instrument in the online scheduler and sign the log-sheet for each use.

-Read the operating instructions, and follow all written and verbal instructions carefully to operate equipment. Ask the lab manager if any questions arise.

-Activities for purposes (e.g., demonstration, workshop) other than research are subject to the Department Chair’s approval.

**3 Work Area and Wastes**

-Observe good housekeeping practices. Work areas should be kept clean all the time.

-Clean the work area after each use, no storage of solutions and samples.

-Always return all materials to the original places after use.

-Separate broken glass from general litters. Broken glass shall be disposed in glass container, and general litters in regular garbage bins.