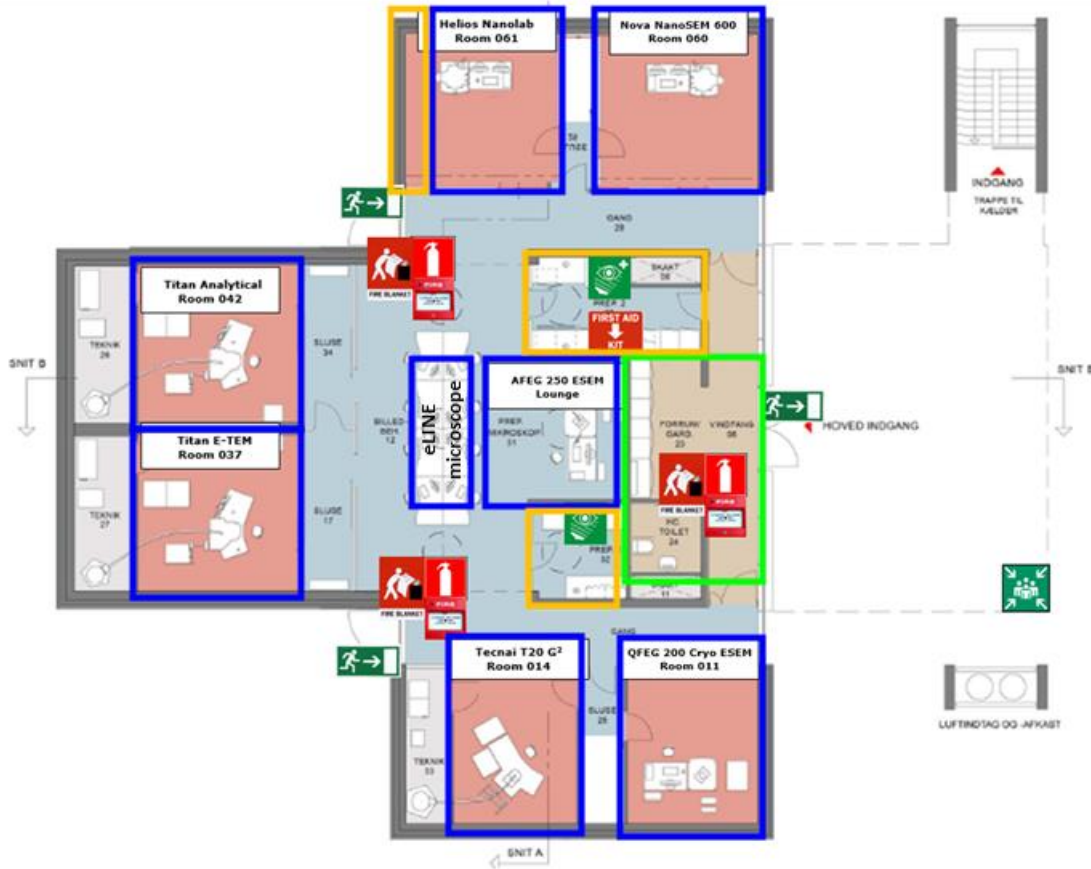


Safety rules – rules to minimize risk of infection

Explicit rules on how to enter the electron microscopy facility are given in the document below. You will also find this sheet posted in Bldg. 314 and 307 on our web page and in LabManager. It will undergo revisions and updates and be adapted to the changing situation. It is therefore extremely important that you look at it each time you enter the electron microscopy facility.

Safety measures for building 314

Version 1.27 (June 9th, 2020)



!!!_If you are suffering from ANY symptoms of the COVID-19 illness you are not to be in the workplace !!!

Rules

- 1 person allowed in each electron microscope room and prep lab (plus 2 Nanolab support staff)
- Bring as few personal belongings as possible into building 314. Bring only samples and preparation equipment beyond the glass doors.
- Bags, laptops, tablets, food and drinks are **not allowed** into building 314. Use the microscope support PC or your smartphone for note keeping.
- Smartphones are allowed in 314, but have to be cleaned with ethanol before passing the glass doors.
- Maintain at least 2 meters physical distance to other people in the building
- Communicate with other users in the lab in order to avoid misunderstandings

1. Entering building 314

1. Wash hands with soap in the bathroom
2. Use hand sanitizer found at the entrance and put on gloves. Wear gloves at all times.
3. Clean sample box with 70% ethanol
4. Clean your smartphone with 70% ethanol.

2. In the Prep lab

1. Only one person at a time is allowed in the prep lab
2. Be aware that most users have to use the prep lab to some extent. Be quick about your business without rushing
3. Communicate when you see other people needing the prep lab in order to maintain physical distance
4. **Before** starting experiment, clean workstation with 70% ethanol which can be found in the middle area
5. **After** finishing experiment, clean workstation with 70% ethanol which can be found in the middle area

3. At microscope

Starting your experiment

1. Clean workstation and binoculars (if present) with 70 % ethanol which can be found in the middle area
2. Work on your experiment

Finishing your experiment:

1. Transfer data to personal network storage
2. Clean workstation and binoculars (if present) with 70 % ethanol which can be found in the middle area

4. When you need the restroom

1. Wash hands with soap and finish using hand sanitizer
2. Put gloves on

5. Exiting building 314

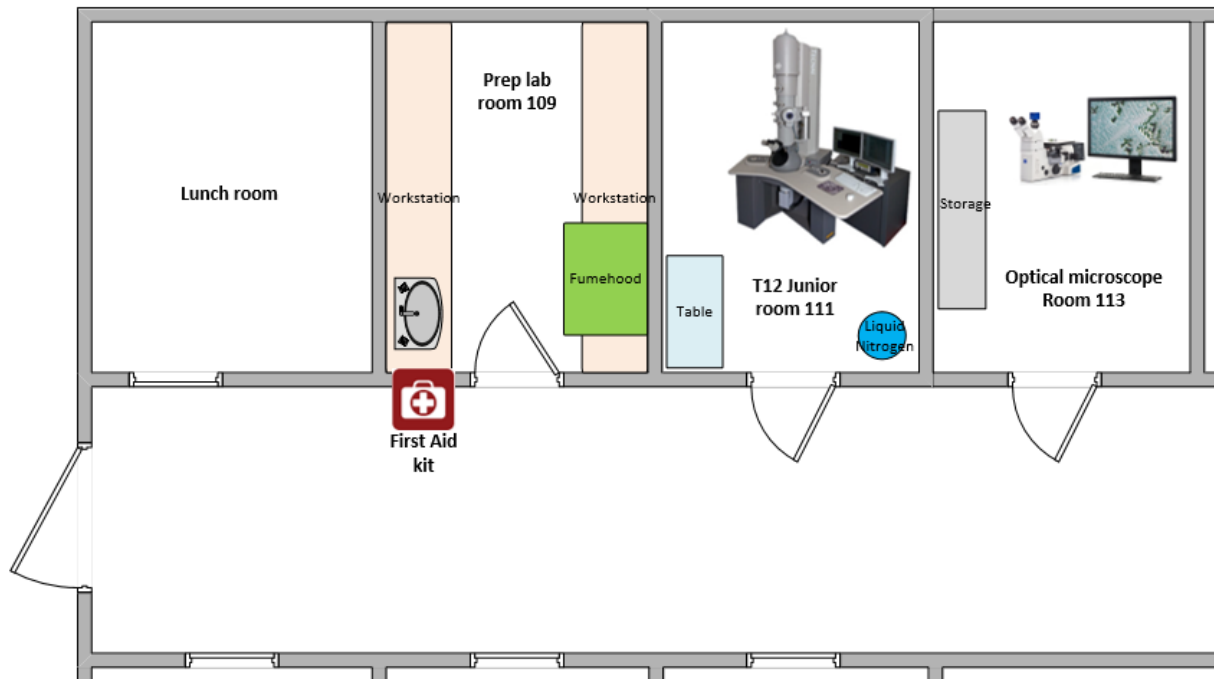
1. Clean your box and tools with 70% ethanol
2. Remove gloves and put in the appropriate bin
3. Wash hands with soap and finish using hand sanitizer at the exit
4. Gather your personal belongings and leave the facility

6. Support

1. Nanolab will have 1 or 2 persons onsite at DTU (314/307) for support
2. Use the Teams channel for the microscope to ask for help/support online (you will be added to the respective Teams channels, when permitted access to 314)

Safety measures for building 307

Prep lab room 109, T12 Junior room 111 and room 113



!!!_If you are suffering from ANY symptoms of the COVID-19 illness you are not to be in the workplace!!!

Rules:

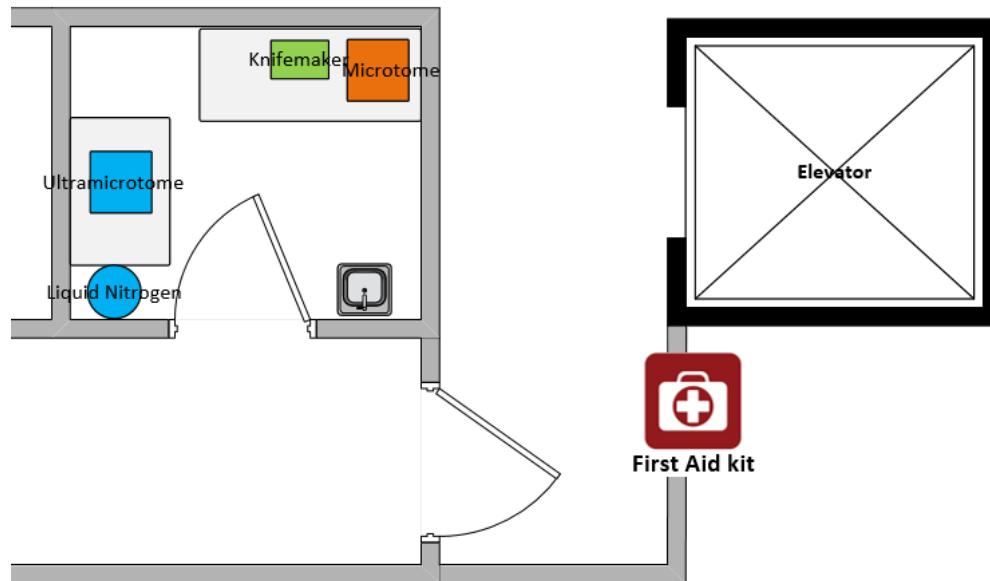
- 1 person allowed to work in the prep lab and microscope rooms
- Bring as few personal belongings as possible into building 307. Bring only samples and preparation equipment into the labs. This means no bags, laptops, tablets, food and drinks are **not allowed** into the labs
- Smartphones are allowed in 307 labs but need to be clean with 70% ethanol

The procedure is as follows:

1. Enter prep lab room 109
2. Wash hands with soap and finish with hand sanitizer
3. Wear gloves at all times
4. Disinfect personal belonging (sample box, tools, smartphone) with 70% ethanol
5. **Point 1-4 applies to room 109, room 111 and room 113**
6. **Before** starting experiment, clean workstation with 70% ethanol
7. **After** finishing experiment, clean workstation with 70% ethanol
8. Dispose of gloves in trash can
9. Wash hands with soap and finish with hand sanitize in room 109

Safety measures for building 307

Ultramicrotome basement room 906



!!!_If you are suffering from ANY symptoms of the COVID-19 illness you are not to be in the workplace!!!

Rules:

- 1 person allowed in the ultramicrotome room
- Bring as few personal belongings as possible into building 307. Bring only samples and preparation equipment into the labs. This means no bags, laptop, tablets, food and drinks are **not allowed** into the labs
- Smartphones are allowed in 307 labs but need to be clean with 70% ethanol

The procedure is as follows:

1. Enter ultramicrotome room
2. Wash hands with soap and finish with hand sanitizer
3. Wear gloves at all times
4. Disinfect personal belonging (sample box, tools, smartphone) with 70% ethanol
5. **Before** starting experiment, clean workstation with 70% ethanol
6. **After** finishing experiment, clean workstation with 70% ethanol
7. Dispose of gloves in trash can
8. Wash hands with soap and finish with hand sanitizer