

BioOptics - FACS Facility Emergency operations plan (EOP)

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– READ DOCUMENT CAREFULLY –

Dear colleagues,

The Max Perutz Labs adapted protective measures against SARS-COVID-19 on March 19th, 2021.

- **All users have to present, on request, a negative test result from COVID19 testing, that was done 1 working day before accessing the MPL FACS Facility.**
- Users have to wear gloves and FFP2 masks at all times within the facility rooms.
- Users must keep at least two meters distance to other persons.
- Disinfectant will be provided.
- Only one user is allowed to stay in a facility room together with a staff person at the same time.

Instrument Booking:

- External users first have to contact the staff via email (facs@maxperutzlabs.ac.at) or phone.
- Only external people on this list will have access to the facility.
- All users have to agree with and to sign the recent FACS EOP.
- Booking of the sorters has to be done well in advance via facility staff personnel by email or phone.
- Booking of the Fortessa or the BioRad ZE5 is possible via the intranet booking system.
- External users have to enter the building at the main entrance only and have to sign an attendance list. Upon leaving, signing out is mandatory.
- Support by staff personnel of the facility is provided from Monday to Friday from 9 am to 5 pm.

General Rules of Max Perutz Labs:

- Strictly follow protective measures against SARS-COVID-19 when at work
- Users have to wear FFP2 masks at all times within the MPL Building.
- Wash your hands frequently and thoroughly with soap or clean them with a disinfectant.
- Maintain social distancing - at least two meters distance between yourself and all others.
- Do not touch eyes, nose and mouth. Hands can pick up viruses and transfer the virus to your face.
- Practice respiratory hygiene - cover your mouth and nose with your bent elbow or tissue when you cough or sneeze and dispose of the used tissue immediately.
- If signs and symptoms occur, do not leave your home and contact health care professionals or emergency services by phone. Health advice hotline: 1450
- Wear protective clothing (gloves and a lab coat) at all times!
- Disinfect working tools (pipetman etc.) and surfaces before and after use (this way, if one forgets to do it, the next will)
- Use the “corona-elbow” to operate elevators, but try to avoid elevators in general.

Herewith I acknowledge having read and understood the Emergency Operations Plan (EOP) of the FACS Facility

date

signature

name in print