

University of Veterinary Medicine Hannover, Foundation
Institute for Physiological Chemistry



User's Guidelines for Confocal microscopes

1. General: microscopes and microscope room

The use of the confocal microscope is only permitted after forerun instructions by authorised personnel. After usage the microscope must be cleaned and left with correct instrumental settings. Changes of the basic settings and of basic configurations of the equipment (e.g. exchange of filters or objectives) are only permitted by authorised personnel. In cases of dysfunction the user has to inform the person in charge immediately.

Usage of the microscope has to be noted in the logbook with the following information: Date, Name of user, User's working group, used lasers, start and end of microscope usage, fixed or live cells. Additionally it has to be stated whether the climate chamber and/or the resonance scanner was used.

The working benches are just used for samples; not for storage of bags, bottles etc. Samples with harmful substances (e.g. DAPI) have to be handled carefully, to avoid contamination. Storage of samples in the microscopy room is not allowed.

2. Do's and Don't's

- The doors must remain closed at all times.
- It is not allowed to change the air condition settings.
- Listening to music and radio without headphones is not permitted.
- Access to the room is authorised by personnel.

3. Cleansing and liability

Every person, conducting experiments in the microscope room, is self-responsible for cleansing and if necessary sterilise used devices, vessels and working benches.

Immersion objectives (oil, water) have to be cleaned carefully and gently after usage with eligible paper tissues, without scratching the lenses.

Contamination with hazardous or infectious material has to be cleaned immediately. The person in charge has to be informed.

Gross negligence leads to liability by the causer. Acquisition of laboratory liability insurance is required for all persons in the institute, especially HiWis, internships, master students and guests.

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4. Reservation

Reservation for the work on the microscope can be ensured under following link:
<http://www.tiho-hannover.de/kliniken-institute/institute/institut-fuer-physiologische-chemie/profilstruktur/mikroskopie/>.

Principle working hours are Mondays to Fridays from 8:00 to 17:00 hrs.

Usage of the microscope at other times is only allowed with agreement of authorized personnel and the head of the Institute (Prof. Dr. Hassan Naim).

Before booking the microscope for the first time, the user has to have an introduction into the microscope usage by authorised personnel.

Every user has to make sure whether somebody else is planning to use the microscope afterwards. In case nobody is planning to use the microscope within the next hour, all the equipment will be switched off and the doors will be locked. Please inform authorized personnel.

Reservation can be cancelled 24h before the booked time.

5. Costs

Contribution to the costs is raised per started hour:

Leica TCS SP5, extern: 25€/hour

Leica TCS SP5, intern: 15€/hour

Contribution to the costs is saved for purchase of surrogates e.g. lasers/Hg-lamps and reparations.