

Policy Umeå Core Facility for Electron Microscopy (UCEM)

For accessing the UCEM facilities, all users should comply with the following policies and regulations:

1. To operate any microscope/equipment on your own, user must have a certificate obtainable from UCEM personnel by undertaking proper training and passing required test.
2. If there is a failure/faulty of a piece of equipment, user should contact UCEM personnel immediately. User is prohibited to repair the equipment on your own or seek assistance from other users.
3. Each user is responsible for the proper use of the instrument during the booked time and take full or partial responsibility for any damage caused.
4. User must clean up after using the instruments including workbench for specimen preparation.
5. Upon booking the instrument, user is obligated to pay the user fee.
6. User is advised not to reserve the microscope more than 4 hours per session and 2 sessions per week. If user has made booking exceeding these restrictions, they will be asked to re-schedule their booking. Cancelling of booking should be done at least 24 hours ahead to avoid billing.
7. Cancellation of the user booking session can be made by technical staff in certain prompt cases i.e. instrument service, instrument malfunction, courses and demonstrations.
8. All images and data belong to individual user and can only be accessed by the UCEM personnel or reproduced for department/university events with consent from the respective user.
9. User is strictly advised not to install any of your own software on any UCEM computer. The UCEM computers are reserved for data acquisition only, and not to be used for web browsing, games, movies and other non-educational/research purpose.
10. User can retrieve images/data from UCEM computer under D:\Data (in respective folders) using permitted USB flash drive, burn into CDs or requested via email from UCEM personnel.
11. All users are reminded to acknowledge in publications, presentations and posters on the role of the facilities and expertise in UCEM. Example of acknowledgement "The authors acknowledge the facilities and technical assistance of the Umeå Core Facility Electron Microscopy (UCEM) at the Chemical Biological Centre (KBC), Umeå University".
12. All users are advised to give a complete list of their publications/presentations and/or reprints of any publications/theses/books that contains images and data recorded in UCEM.
13. UCEM reserves the right to withdraw certificate from users who do not comply with the facilities policies and regulations.

