

Operating rules for the use of equipments managed by NanoQAM

- No training will be given by NanoQAM until further notice.
- Only internal users who have been previously trained on the instruments will be authorized to use them independently (see section 1).
- For other users, analyzes will be performed by NanoQAM staff (see section 2) and will be billed for the technical support.
- All users must book the instruments before use.

1. Procedure for the autonomous use of instruments managed by NanoQAM (internal)

Before using an instrument, the user must :

- Book the instrument.
- Have read the document « Directives concernant les mesures de prévention de la COVID-19 ».

Use of the instrument :

- Hand washing is necessary when entering labs (with soap or gel). Wearing a mask and wearing gloves are recommended.
- Only one user per instrument.
- The user must bring all the consumables necessary for the analysis (solvents, tools, cuvettes, supports, etc.) and must bring them back after use.
- The user must clean (with isopropanol or ethanol) the workspace and all the parts of the instrument which have been handled, before and after use.

2. NanoQAM staff analysis request procedure

Before the analyzes :

- Contact NanoQAM staff to indicate very specifically which analyzes need to be performed (number of samples, experimental conditions, format of the data and results to be exported).
- **For internal users**, samples must be brought in person and placed on the central table of the PK-2375 lab. The user must have an access

authorization signed by the Vice-rectrice à la Recherche, à la création to access this lab.

- **For external users**, samples must be addressed to the NanoQAM staff who will carry out the analyzes. Sample could be bring into person or send by mail to the following address:

Centre de Recherche NanoQAM

Quai de réception PK
Université du Québec à Montréal
2005, rue Jeanne-Mance
H2X 2J6, Montréal (Québec)

- The samples must be securely packed, disinfected and clearly identified.

After the analyzes:

- Results of the analyzes will be sent by NanoQAM staff by email.
- **For internal users**, samples can be picked up in person on the central table of the PK-2375. The user must have an access authorization signed by the Vice-rectrice à la Recherche, à la création to access this lab.
- **For external users**, if necessary, samples can be kept by NanoQAM (the user will come and collect them once the safety instructions will allow it), or returned to the user by post (the costs of sending will then be charged to the user).