

The MWAC is open

MWAC staff will continue to operate to our normal high standards, within the Covid-19 guidance of UNSW as a whole and NSW state government.

This means that experimental advice, consultancy and help with analysis of data will generally continue online (because it does not require MWAC staff or our customers to be on-site).

However some facilities require on-site operation and are not within the category of essential services. These will not be available until we can justify bringing the relevant staff back on site, which in turn depends on the continued developments in the guidelines for UNSW staff and students as a whole.

In some cases it will be possible for users to leave samples for analysis at MWAC - you should check with the MWAC unit concerned. However we do **not** encourage researchers to come to UNSW to make use of MWAC facilities, and all such usage must be agreed with the MWAC unit in advance.

Updates for BRIL (including Biorepository and Flow Cytometry), CCL, EMU, KGLMF, MICRO-CT, NMR (including Spectroscopy), SSEAU (XRF, XRD, XPS) and STATS CENTRAL.

However, in line with the Government advice and the UNSW Safe Return to Campus guidelines, the COVID-19 situation dictates that everyone needs to minimise any non-essential face-to-face contact and practice social distancing of 1.5m between individuals. Remote methods of communication will replace face-to-face communication where possible. A contact number for each Unit will be displayed at their entrance door. Please refer to changes summarised below to ensure safety for all users of all Units.

- 1.If you are feeling unwell, please self-isolate and do not visit UNSW. If you show symptoms while in our labs, you will be asked to leave.
- 2.Hand sanitizer will be supplied (where possible) at entrances for Visitors to use.
- 3.Disposable latex gloves will be available for ANY equipment usage (including keyboards). MWAC Units will take extra care to observe good hygiene practices e.g. cleaning surfaces but you should not rely on these.
- 4.Wash your hands with soap (for 20 seconds) prior to entry to all Units.
- 5.Maintain a safe distance of at least 1.5m from others including staff and others at all times.

Thank you all for your understanding and patience.

KGLMF (Formerly BMIF)

Imaging Lab – The instruments may be used by trained researchers, who have permission from their faculty. Currently all trainings or inductions may be postponed or will be done virtually, in urgent cases. You should be using lab coats once and then placing them in the wash bin. You should also be wearing gloves and replacing glad wrap over eye pieces at the start of the session. (this will be provided at the facility). You must have completed the COVID induction. Any troubleshooting or assistance by should be requested by contacting staff by phone, email or TEAMS and then leaving the facility. The user should then return to the MWAC facility later after he or she has been notified electronically that the problem has been rectified.

Specimen Preparation -The histology lab and slide scanning services will continue during this time. Currently all trainings or inductions may be postponed or will be done virtually. Please submit samples with their form to Rm 454 in Wallace Wurth on the desk with correctly filled-in forms or C24 LG04 for slides. Should you have specific questions or suggestions for the samples, feel free to contact the relevant staff member directly by phone or e-mail.

Image Analysis - All the main pipelines are currently set up with Moxviewer so you can access them

remotely. All training will be done virtually. However, KGLMF staff will assist virtually in moving files, submitting searches or setting up other data analysis if they possibly can.

BMSF BMSF staff will resume face-to-face instrument, data analysis familiarisation or other training but limit training to 1-to-1 with additional PPE as needed. Inductions for new users will be limited to 2 and meetings with vendors will be normally by phone. Clean lab coats should be worn and additional PPE (gloves and facemasks) along with hand sanitiser and alcohol wipes are available in each BMSF lab and freely available. Staff may run samples and complete data analysis as usual. Dropping off samples should be done with some caution and avoiding close contact followed by handling samples with care. Meetings or discussions of results should continue to be done by remotely utilizing email, TEAMS video, TeamViewer, Moxy, phone or some combination of these. Students who are already inducted and trained to operate instruments may still come to setup their own samples, but they should leave once this is done and monitor the instrument and data collection via TeamViewer. Data analysis should be done remotely (with TeamViewer) by the student or staff may assist by moving files, submitting searches or setting up other data analysis. Any staff troubleshooting or assistance should be completed, as much as possible, without close contact. If assistance with problems is needed the first approach should be by phone, email and TEAMS. Any questions please contact Mark (mark.raftery@unsw.edu.au) or the staff member who is assisting with your project.

BRIL BRIL staff will continue to support research but face-to-face contact will be limited as much as possible. The Director of Animal Services has indicated that all Animal Services facilities (Lowy, Wallace Wurth, Randwick and St George) are continuing to operate. BRIL has adopted the Safe Return to Campus guidelines. Before you use the BRIL facilities, you must confirm that you have explicit approval from your Manager or Supervisor to be on campus. Ensure that you or your supervisor has included a list the BRIL lab rooms/spaces that you will use in your approved Safe Return to Campus application. The Biological Resources Imaging Lab has obtained approval for our staff to be present on campus to assist with research. We have also put measures in place in our work areas to assist users in complying with the Safe Return to Campus guidelines.

1. We request that you check bookings and pre-book instruments prior to arriving in BRIL to allow better management of occupancy in BRIL labs.
2. Each of the BRIL labs has a maximum occupancy posted at the entry door. Physical distancing of a minimum of 1.5m is essential while working in BRIL labs. If you see that it is already at capacity, please do not enter. If there is any disagreement about bookings that cannot be resolved, please contact BRIL staff.
3. The ideal working spots/locations for each instrument in each room have been indicated with an "X". Additional markings indicate the minimum 1.5m boundary to be observed. Please observe these boundaries to ensure 1.5m physical distancing.
4. The Safe Return to Work plan includes additional guidance on physical distancing which should be considered. If you have concerns with working in any BRIL space, please discuss this with a member of the BRIL staff.
5. Normal PPE (Gown, Gloves and Safety Eyewear) are mandatory when working in BRIL lab spaces.
6. As BRIL lab spaces are located within the Animal Facilities in Lowy and Wallace Wurth, you must also consider the BR requirements when moving between areas.

Sample Imaging For imaging of non-living specimens (MRI, MicroCT), please contact BRIL staff to arrange collection for imaging.

Data Analysis A computer (level 4 analysis computer 2) has been set up with remote access via Moxyviewer. It will allow users to access the network drive and some software (LivingImage - IVIS SpectrumCT; Vevolab-Visualsonics Ultrasound; IRW- Inveon microCT data) for analysis. If you require access to this computer, please contact Tzong-Tyng (t.hung@unsw.edu.au). BRIL staff can also assist with analysis remotely on the computer. We ask that you make appropriate plans and contact us if you have any concerns or questions.

FLOW CYTOMETRY The Flow Cytometry Facility is open and providing services as usual. The facility has obtained approval for our staff to be present on campus to assist with research. We have also put measures in place in our work areas to assist users in complying with the Safe Return to Campus guidelines. Before you use the FLOW facilities, you must confirm that you have explicit approval from your Manager or

Supervisor to be on campus. Ensure that you or your supervisor has included a list the FLOW lab rooms/spaces that you will use in your approved Safe Return to Campus application.

1. We request that you check bookings and pre-book instruments prior to arriving in the Lab to allow better management of occupancy in the Flow Cytometry lab.
2. Each of the Flow Cytometry labs has a maximum occupancy posted at the entry door (2 per bay and 2 per sorter room). Physical distancing of a minimum of 1.5m is essential while working in the labs. If you see that it is already at capacity, please do not enter. If there is any disagreement about bookings that cannot be resolved, please contact the staff.
3. The ideal working spots/locations for each instrument in each room have been indicated with an "X". Additional markings indicate the minimum 1.5m boundary to be observed. Please observe these boundaries to ensure 1.5m physical distancing.
4. The Safe Return to Work plan includes additional guidance on physical distancing which should be considered. If you have concerns with working in any Flow space, please discuss this with a member of the staff.
5. Normal PPE (Gown, Gloves and Safety Eyewear) are mandatory when working in the lab spaces. More gowns are located in the cupboard labelled PPE. Do not hang gowns on hooks for reuse. Remove gowns and place them in the green bag upon exit.

BIOREPOSITORY

The Biorepository will continue to operate and provide services as usual. The facility has obtained approval for our staff to be present on campus to assist with research. We have also put measures in place in our work areas to assist users in complying with the Safe Return to Campus guidelines. Before you use the Biorepository facilities, you must confirm that you have explicit approval from your Manager or Supervisor to be on campus. Ensure that you or your supervisor has included a list the Biorepository lab rooms/spaces that you will use in your approved Safe Return to Campus application.

Specimen drop-off - Specimens delivered to Upper Campus Stores will be collected as usual. Dropping-off specimens should be done with some caution and avoiding close contact. Users dropping off specimens in person should check with their Biorepository contacts (by phone or e-mail) about these procedures, even if these have been arranged previously.

Instrument use by researchers - Researchers who are already inducted and trained to operate instruments can still come to setup their own samples, but where possible they should leave once this is done. All Biorepository equipment is located within PC2 facilities, please continue to use the correct PPE.

The Safe Return to Work plan includes additional guidance on physical distancing which should be considered. If you have concerns with working in any Biorepository space, please discuss this with a member of the staff.

Inductions - Vapour Phase tank room inductions for new users can only be done in person and will only be available in essential circumstances, this will be dealt with on a case by case basis by the Biorepository Manager.

CCL

Please contact CCL staff by telephone to check latest arrangement for analyses. Please always contact prior to dropping of samples.

EMU

The EMU is operating under restricted conditions:

- Users who are trained and independent operators may use the instruments but you must show us that you have permission from your supervisor and head of school before you come to the EMU
- There is no after-hours access to the EMU
- All face-to-face training has been cancelled until the current situation has been resolved
- There will be a skeleton staff on site daily. Other staff may be contacted via Teams/email.
- Please do not come to the EMU unless you have an instrument booking. All meetings/discussions should be held remotely.

- Safety in the EMU
 - One person only in the instrument rooms at a time
 - Wear masks at all times
 - Wear disposable gloves while using shared computers/instruments (dispose of gloves into the marked glove bins)
 - Sign in and sign out
 - Use the QR codes to check in and out of the buildings

If you have any questions or concerns, please contact the EMU Lab Manager Katie Levick (k.levick@unsw.edu.au)

MICRO-CT

1. Anyone who would like to submit any new samples, please contact micro-CT staff for further arrangements.
2. The Tyree micro-CT lab will remain open and operational but the staff will be taking turns in coming to UNSW as per the University's social distancing advice. At any time during working hours, there will be only one staff onsite (either Amalia or Priya) for you to contact while the other staff will still provide support remotely.
3. Please notify micro-CT staff regarding your plan in accessing the computer lab (TETB LG24) as we try to comply with the social distancing advice. Swipe access to this room will be wiped and everyone will lose their access unless they discuss their plan in using the computer lab with micro-CT staff.

Regarding data analysis, we are trying our best to accommodate, however, we only have limited license of the software. Currently, we only allow students who are close to finishing to remotely access the computer using Moxy. It's going to be a bit tricky to let many users accessing remotely, not only because of the limited license, but also because connection of the software to UNSW server via VPN - if software crash etc, we need the IT guy to reset the server. At the moment limiting access is what we found best.

NMR (including Spectroscopy)

1. Automation samples will continue as normal using Gyro and Gauss with the reminder that only one user is permitted at the instrument at any given time.
2. Booked instruments access will continue for users with valid certificates on any given instrument.
3. Training or advice for experimental development will be handled through the Moxy Chat function or if the user has access to it, Microsoft TEAMS.
4. Registration for new users while mostly online continues. The OH&S inductions has started in maximum groups of 4 students.
5. One-on-one induction training of new users has recommenced. Contact NMR Facility staff or Anne Rich in the Spec Lab for information about remote training.
6. Email nmr@unsw.edu.au to obtain access to Moxy for remote viewing of instruments
7. The processing lab in NMR and the analysis computers in the Spec Lab will only be accessible remotely. The computers can be booked as any other instrument through the ACLS and then accessed through Moxy. To request access email nmr@unsw.edu.au or Anne Rich in the Spec Lab.

SSEAU & Chronos Laboratories

Surface Analysis, Chronos, XRF and ICP Laboratories

We have minimal staff on campus to provide limited elemental, radiocarbon and surface analysis services. There is no user access to the labs. Samples for XRF, ICP, LC-OCD, IC, ToF-SIMS and XPS analysis should be deposited with a sample request form in the container outside the relevant lab. Results will be provided by email.

XRD Laboratory

XRD has suspended all training. Trained users can still access the powder XRD instruments in G65 and the single-crystal instrument in G61/63 if your supervisor or Head of School confirms the urgency of your measurement by email. There is no face-to-face interaction with our staff, but they are available to provide online support via the Moxy system.

Data analysis

Analysis of powder XRD, single crystal XRD, XPS or ToF-SIMS data can be performed remotely by booking a processing computer using the Moxy system. Contact our staff about this and they will send an invitation by email.

STATS CENTRAL

To those seeking assistance from Stats Central, you can submit a consultation request on the website:

<https://www.analytical.unsw.edu.au/facilities/stats-central>

You can also email a consultant directly or use the Stats Central general email address

[\(stats.central@unsw.edu.au\)](mailto:stats.central@unsw.edu.au).

All consultations will be undertaken remotely, via email, phone or video. All services offered by Stats Central are available. These include:

- Study design advice
- Guidance on statistical analysis
- Grant proposal review
- Advice on response to reviewer comments
- Short courses (Current offerings)
- Free monthly seminars