

VBCF PROTECH

VBCF ProTech has essentially been in lockdown for the last few weeks and as of 14.04. 2020 we have started to resume our services. We still **want to provide you with all the services that you are used to**, but to fulfill the safety requirements and to get used to a “new normal” situation the following rules and procedures are in place until further notice.

To start **new cloning, expression, purification or characterization services** please create a **ticket** accordingly in our ticketing system <https://www.vbcf.ac.at/myvbcf-protech/support/>. Due to safety reasons, we are working in shifts and have significantly reduced lab capacity. Therefore, the **processing of new requests** will be **considerably slower**.

ProTech **equipment and rooms** are generally **not available for external users** (all rooms are used by ProTech employees in shift operation to fulfill the one person per room rule). This **includes** our **incubators, shakers, purifiers, the sonicator and centrifuges**. The only **exception** is the Biophysics room which contains the **DLS, MST and ITC** equipment. This room will be made **available for “user lab” access**.

Please **do not enter our labs** and only enter our corridor for accessing the Biophysics room after communicating with ProTech.

In order to streamline the **delivery and pickup of samples** to the facility and **minimize personal interaction**, we have set up two delivery/pick up points.

- **Delivery Point 1, for IMP/IMBA/GMI employees:**

We have placed a fridge/freezer and a room temperature box in the IMBA/GMI building, 1st floor, just next to and on the right side of the passage to the VBCF/VBC2 building.

Instead of crossing the fire door look to your right side, there it is.



- **Delivery Point 2, for all other users:**

We have put a small table in front of the glass doors in the VBC2(VBCF) building, 1st floor, just next to the elevator. Please keep using Styrofoam boxes with enough ice/dry ice.

Please **make sure you communicated** the drop-off or pick-up beforehand.



VBCF GENOME ENGINEERING

Genome Engineering continues working on current projects and is open for new requests, but **with limited capacity** and both, waiting and delivery times, might be significantly longer. Feasibility and timelines, especially of more complex projects, will be discussed on an individual basis. Please, use our ticketing system to submit your requests and to inquire for status updates <https://www.vbcf.ac.at/myvbcf-protech/>.

Distancing rules require several changes in our operations:

- **Sample drop-off and pickup**, including cells, should be done avoiding any personal contact. NGS, ProTech, and Genome Engineering share a fridge/freezer and a room temperature drop-off spot on IMBA red floor next to connecting doors, as well as a drop-off point next to the elevators in VBC2. Please contact the facility to **arrange specific times** and place for pickup. When picking up the samples, please leave **signed order forms** at the drop-off point.
- **Electroporations** are performed by the facility following contactless material transfer rules. Please arrange electroporation appointments at least one week in advance and keep in mind that available time slots will be limited due to shared cell culture room operating in shifts.
- All project related **discussions** will be arranged as online meetings.

We are happy to be able to provide support for the campus in these challenging times and thank you for your understanding.