

## FILM Covid-19 rules

### These rules apply during the current COVID-19 pandemic

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They are based on:

- UK Department for Business, Energy & Industrial Strategy guidelines “Working safely during coronavirus (COVID-19), Labs and research facilities” published on 24/02/2022  
<https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/labs-and-research-facilities>
- Imperial College COVID-19 health & safety guidelines  
<https://www.imperial.ac.uk/about/covid-19/>
- Discussions in the BioImaging community <https://www.gerbi-gmb.de/Corona>

FILM is shared by users from different research groups and departments which causes a higher risk for SARS-CoV-2 transmission. Therefore, it is important that additional care is taken when working in the facility.

**COVID inductions for new users are part of the microscopy training, existing users who have not been inducted yet, please contact FILM staff [film-service@imperial.ac.uk](mailto:film-service@imperial.ac.uk)**

## General

- Follow all building signs for maximum occupancy in rooms
- Lone working policy still applies if you are working after 7pm or at weekends or you are alone in the lab. If you don't have lone working approval in place, ensure you apply.  
<https://www.imperial.ac.uk/medicine/fom-staff/support-and-services/health-and-safety/lone-working/>
- First aid: contact your nearest first aider or if no one is available contact security on 4444 or 020 7589 1000 or use the Safezone app <https://www.imperial.ac.uk/estates-facilities/security/safezone/>

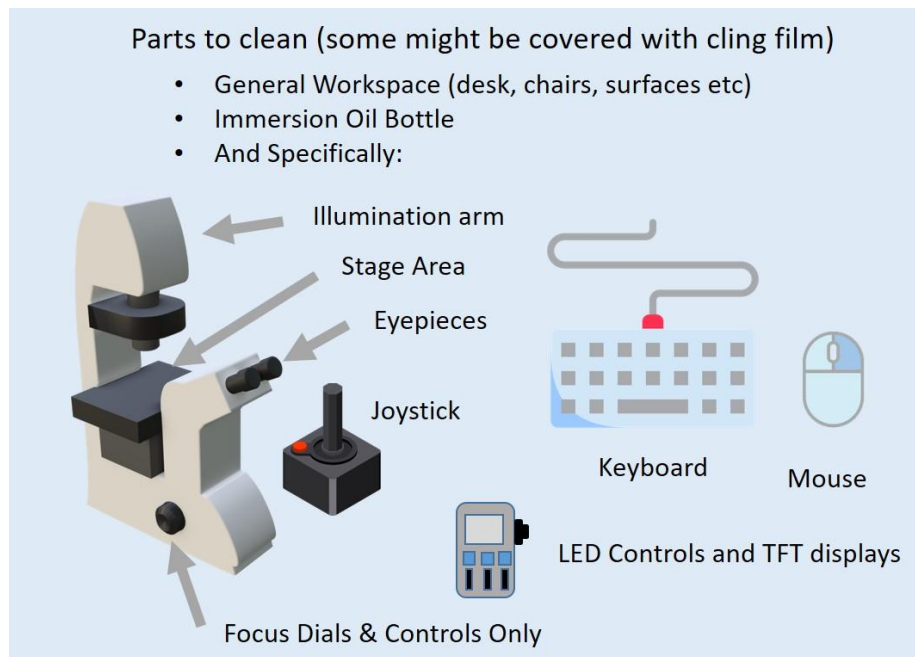
## Social distancing

- **Microscope users including staff must keep 1 metre apart and wear face coverings unless exempt.**
- All microscope usage must be booked in advance.
- In small rooms (SAFB 409, 410, 527, 530, ICTEM 521), the room occupancy limit is 2 people
- In ICTEM 314, the room occupancy limit is 4 people, the door is to be kept open
- In SAFB 408 the room occupancy limit is 6 people
- The analysis computers are to be used remotely (please contact staff for access)

## Handwashing and Cleaning

Objective: To keep the workplace clean and prevent transmission by touching contaminated surfaces.

- **Wash your hands frequently**, at least at the start and end of the session. In rooms where there is not hand wash basin (SAFB 408, 409, 527), we will supply **hand sanitiser**.
- **The user can clean the parts of the microscope which are touched during operation before and after use with tissues moistened with 70% ethanol.** These are e.g. focus knobs, eyepieces, sample holder, immersion oil bottle, touchpad, computer keyboard and mouse (see the diagram below).
- Please notify FILM staff should supplies run out. [film-service@imperial.ac.uk](mailto:film-service@imperial.ac.uk)
- The use of lab coats and face masks is **as required by the experiment** before COVID-19 but restricted to **single use lab coats only**.



## Training

- **Face coverings are worn the whole time** by both the trainer and trainee, **and 1 m distance is maintained**.

## Reporting COVID-19 cases

Information about the Imperial contact tracing procedures can be found here:

<https://www.imperial.ac.uk/occupational-health/covid-19-contact-tracing-hub/>

## Support available

- The link to confidential care is below, this is for staff members:  
<https://www.imperial.ac.uk/health-and-wellbeing/advice-and-support/confidential-care/>
- The student counselling service details can be found at:  
<https://www.imperial.ac.uk/counselling/>
- The NHLI mental health first aiders can be found at:  
<https://www.imperial.ac.uk/nhli/for-staff/culture-and-wellbeing/mental-health-first-aid/>