

Neuroscience Microscopy Core (NMC)
Location: NRB room 3616C
Core Director: Dr. Matiukas (matiukaa@upstate.edu)

APPLICATION PROCEDURE FOR IMAGING BSL2 MATERIALS ON THE LSM780 CONFOCAL MICROSCOPE

1. Obtain IBC approval to image BSL-2 materials using the NMC confocal microscope:

- To add the use of the core facility to an already approved project, submit to benedicm@upstate.edu
 - A letter/memo detailing the specific changes being requested
 - An updated IBC application form with all changes highlighted: Review entire form and update as needed including section B, laboratory location section to include NRB room 3616C (microscopy core), section C (Summary of Proposed Work), and PI signature
 - An updated BioSafety manual with all changes highlighted: Include procedures for transporting BSL-2 materials to and from the Core facility **and** append the CORE SOPs (*BIO SAFETY INFORMATION FOR BSL2 WORK ON THE LSM780 CORE CONFOCAL MICROSCOPE*, which can be requested from MatiukaA@upstate.edu)
- To include the use of the core facility to a new project for IBC review (submit all documents to benedicm@upstate.edu)
 - Follow instructions at: <https://www.upstateresearch.org/compliance/committees/institutional-biosafety-committee-ibc/basic-science-research/>
 - Include the core facility (3616C-microscopy core), on the application form and include procedures for transporting BSL-2 materials to and from the Core facility in the BioSafety Manual. Append the CORE SOPs (*BIO SAFETY INFORMATION FOR BSL2 WORK ON THE LSM780 CORE CONFOCAL MICROSCOPE*, which can be requested from MatiukaA@upstate.edu) to the BioSafety Manual.

2. Once IBC approval is completed, contact Arvydas Matiukas [-MatiukaA@upstate.edu](mailto:MatiukaA@upstate.edu) for the questionnaire form.

- Submit to MatiukaA@upstate.edu
 - Completed Biosafety Questionnaire for use of LSM780
 - Copy of the IBC approved Application Form
 - Copy of the IBC Approval Letter

Contacts:

1. Arvydas Matiukas MatiukaA@upstate.edu: for all questions about the LSM780 core confocal microscope and core form completion.

2. Marti Benedict benedicm@upstate.edu: for all questions about IBC submissions, reviews and approvals.