



HKUST Biosciences Central Research Facility General User Policy

- Potential users should submit requests to the BioCRF office using the attached form.
- The Applicant should be trained by technical staffs designated by the BioCRF and clear about the safety issues and operation procedure of the equipment.
- Only the specific authorised user (and not other users from the same group or Department) is allowed to use the BioCRF.
- Permission for using the requested equipment will be valid for a period designated by the BioCRF.
- Authorised users should use the booking system of the BioCRF and abide to the rules of booking of the equipment.
- Authorised users should sign the log books as appropriate.
- Authorised users should ensure that the equipment is cleaned and is in good working order after use.
- The supervisor should inform the user about the University's safety and environment policies, as well as safety statements, standards and procedures related to the user's experiment. The supervisor should also inform the user of any potential hazards and safety precautions.
- The user will be charged for training, consumables, and other running cost of the equipment.
- The cost of repair due to misuse of the equipment will be charged to the user's supervisor.