

CETRAS GENERAL GUIDELINES

1. PROCEDURAL GUIDELINES

- When working with human specimens, discretion and respect is of the utmost importance!
- Photographing or filming can only be allowed in reference to scientific research or for educational purposes after receiving a written consent of the director or the coordinator of CETRAS.
- Prelevations of human material for research purposes requires the approval of the ethics committee. Every separate piece of the material has to be labelled with the original specimen number according the biobank guidelines.
- All incisions and/or gateways made during the session have to be closed/sutured after the procedure.
- Specimens provided for the session have been allocated for the specific region requested in the application. No deviation of this region will be allowed during the procedure without the consent of the CETRAS coordinator. Any violation of this guideline will result in an additional payment for the unauthorised use conform the applicable prices.

2. SAFETY GUIDELINES

- The use of specific (protective) clothing and gloves is mandatory when working with anatomical specimens.
- Doors may not be opened with gloved hands.
- Gloves and other protected garments cannot be worn in the coffee room and/or the office.
- Dispose any form of waste in the correct specific waste container (normal waste, medical waste, needles and blades,...).
- Hygiene, washing or decontaminating of the hands, is advised after any activity within CETRAS.
- The facility should be left tidy with focus on order and cleanliness of the worksurfaces and the unhindered passage in the room.
- No instruments, needles, scalpels or other sharp objects can be left on the dissection table after the procedure has been finished.

3. FACILITY GUIDELINES

- Within the facilities of CETRAS drinking nor eating will be allowed. Only the coffee- and/or conference room can be used for consumption whenever one of these rooms has been reserved beforehand.
- To gain access to the lab room one has to use the doorbell at the student entrance or back entrance of the building.
- All rooms labelled “anatomy staff only” are strictly off limits for unauthorized persons.

**We hope we can count on your cooperation to comply with these general guidelines.
Non compliance can lead to reprimanding or eviction out of the labroom.**