Operating Procedures in Mass Spec Lab during COVID 19 Restart

How to make a booking:

- Bookings for approved work will continue to be made by e-mail request to the instrument manager (IM) (jiapi.wang@chem.queensu.ca). Additionally, please forward the approval e-mail from VPR to confirm approved status of the work.

Submitting your sample for a test

- Please submit an electronic submission form for running your sample.
- Samples will be dropped off in the drop-off area.
- Ensure samples are well labeled, remembering that alcohol will remove Sharpie markings.
- Result will be sent to you by an email.

Operating as an independent user in lab

- When you arrive the lab as an independent user, take off your gloves without touching any surfaces, wash your hands and put new gloves on.
- You are required to sign the logbook upon arrival and upon leaving each time you are in the lab. The logbook is placed near the entrance.
- IM will make tips and tubes available on the table and handled only with gloved hands.
- Please bring your solvent for your run in the lab.
- Before using the keyboard and mouse take off your gloves without touching any surfaces, wash your hands, and put new gloves on. After baking up your data, remove your samples and wash the HESI needle.
- If you need to switch in between HESI and Nano-ESI, please ask IM’s help.
- After you have left upon completion of your experiment, you can only re-enter upon booking a new appointment.
- Please follow these rules as we try to keep users including instrumentation manager safe.