

*Last update: September 17, 2020*

## General safety policy in the cleanroom:

- Please refer to [EPFL COVID-19 instructions](#)
- Keep social distancing > 1.5m. Wash your hands.
- Old users (pre-covid) need to request re-authorization by CMi administration before re-entering cleanroom.
- Personal cleanroom suit and protective glasses will be made available for all re-authorized users.
- No access to CMi staff offices for users, please use phone, zoom or email to contact staff outside of the cleanroom.
- Users can apply to bring max 1 visitor into the cleanroom. The remark field of the request should indicate why the visit is important. It should also include the size of the individual suit desired for the visitor. Each request will be analyzed individually, according to its importance and according to the available suits.

## Training policy:

- Initially, each session of the cleanroom safety class will be restricted to maximum of 9 users.
- Wearing masks is mandatory for the trainer and the students during any training outside of cleanroom.

## Entering cleanroom and Dressing policy:

- Enter only through entrance specified in your authorization email. Exit only through the same entrance you used for entry.

## CMi opening hours

**24/7**

most areas, including cleanroom elevator and main hallway of CMi-1

**Mon-Fri  
7-19**

zones 1-6,14

# CMI ENTRY procedure

**IF YOU HAVE ANY SYMPTOMS OF FLU  
DO NOT ENTER CLEANROOM !!!**

1. Desinfect your hands !



2. Put on new clean white face mask.



3. Put on the gloves.

If you need to store smtg in the locker, wrap it in the plastic bag.



4. Put on blue shoe cover and pass the bench.



5. Put on hair net.



6. Put on your private suit from your sack.



7. Put on boots.  
Boots are shared.



8. Put on your personal safety or medical glasses.



9. Check everything again.  
You should look like this.  
Enter the cleanroom.



**ANYTIME YOU CHANGE GLOVES  
WASH YOUR HANDS!!!**

# CMI EXIT procedure

1. Remove boots and put them back on the shared shoe shelf.



2. Remove your suit and place it and your glasses in your sack.



3. Remove hair net and trash it.

4. Cross over the bench and trash the blue shoe covers.



5. Pick your stuff from the locker, if you used it.



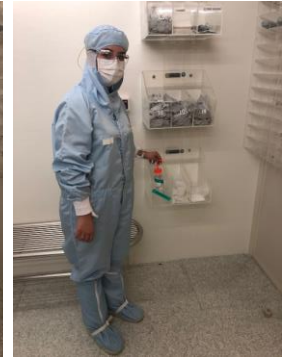
6. Exit cleanroom.

7. Trash your gloves !



8. Keep your face mask or put on your private one.

**ANYTIME YOU  
CHANGE  
GLOVES WASH  
YOUR  
HANDS!!!**



## ZONE 18, 19 and 8 (FIB) ENTRY procedure

Collect your sack with your suit at the cleanroom entrance where it is assigned to be ready for you (CMi-1, CMi+1, EBEAM).

**ANYTIME YOU CHANGE GLOVES  
WASH YOUR HANDS!!!**

### Zone 12 ENTRY

All types of cleanroom suits (CMi-1, CMi+1) are permitted to enter.

**Add plastic covers onto the regular cleanroom shoes !!**



### Zone 12 EXIT

Remove plastic covers and trash them before you exit zone 12.



## Dirty cleanroom suit replacement procedure

Place your dirty cleanroom suit into a green bin next to the elevator in the cleanroom entrance room.

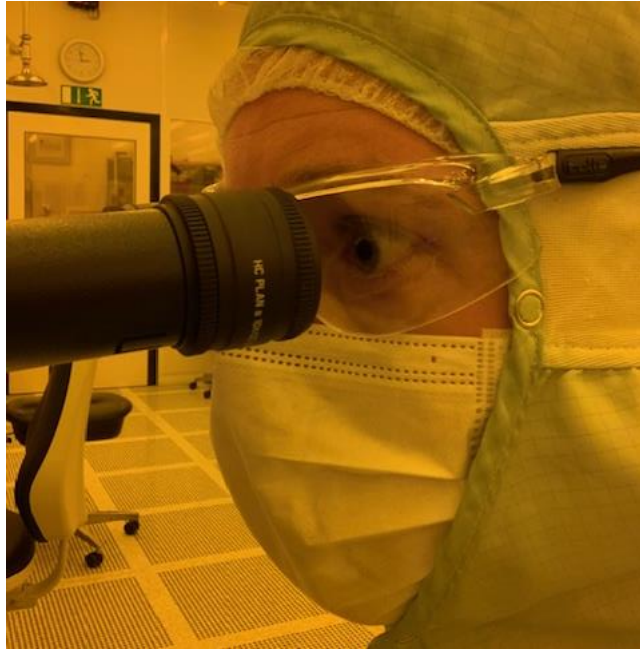
Take a new clean suit with your correct size from the locker.



# MICROSCOPES

KEEP GLASSES ON WHEN USING OPTICAL MICROSCOPES !

Alternatively, if you need to remove the glasses because they do not allow you to see properly, make sure you clean the microscope oculars with IPA both before and after use.



# FACE SHIELDS

Follow these additional precautions when using protective face shields on wet benches inside of CMi:

Clean face shield with IPA before use !



Make sure no part of face shield touches your skin.



Clean face shield with IPA after use !

