

# Rules for cell culture room E2018 at CBI

Access to the room requires activation of your badge (it takes about a week) and a short introduction by Julien BATISSE.

## How to book the medium for your production ?

The file "Prod Schedule for Media Order\_2024" should be filled online (seafile) every time you make production :

- [Prod Schedule for Media Order\\_2024](#)

Please **fill the green lines** in this table. All the rest will be calculated automatically, allowing Julien to follow the remaining stocks.

Please fill only green columns: rest are automatic formulas						PLEASE DO NOT ENTER already done production	liquid media needs	powder media needs	serum needs	
People	Schedule Start date	Production	Qty in L	powder	liquid	virus amplification	media required bottles	media required vials (or equivalent for 1L)	serum required bottles	
Yury Julien	15/01/2024	IN/LEDGF	10		1	1500	19	0	2	
Philippe	10/01/2024		10		1	1500	19	0	2	
Brian	26/01/2024		9	1		1350	0	10	2	
						0	0	0	0	
						0	0	0	0	
						0	0	0	0	
							required bottles:	required vials:	required bottles:	
								38	10	6
							=>	4	vials	bottles
								boxes		
							left boxes :	left vials :	left bottles :	
								4,5	76	10
							Stock box left:	vials left	Stock bottle left:	
								8,5	66	4

## How to book the incubators

Book the incubators with the outlook calendar (ask Julien for the access)

## What to order ? on which budget line ?

When something is missing , just go see Julien, he will tell you what to do.

- routine staff (autoclave bags, paper...) ⇒ BSI com
- consumable staff (falcon, tips, stericup...) ⇒ teams
- **Good to know:** Julien has a « team » stock for « luna counting » slides and adhesive membranes (breathseal sealer). No need to order yourself, just go ask him.

## Reminder for media

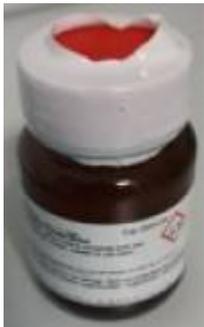
### Liquid GMEM



500 mL

- + 30 mL BTP 30g/L (0,22 $\mu$  filtered under PSM)
- + 50 mL SVF
- + 150  $\mu$ L Gentamycin

### GMEM powder



**vial for 1 L or bottle for 10 L**



1 vial for 1 L culture: (or 1 bottle (for 10 L) weight up what you need)

- Re-suspend in 900 mL sterilized mQ water (Denis)
- + 60 mL BTP
- + 30 mL Sodium Bicarbonate 90 g/L
- + 100 mL SVF
- + 300  $\mu$ L Gentamycin



**Sodium Bicarbonate :**

- warm to 25°C for complete dissolution

- 0,22 µ filtered under PSM

## Cleaning

Please clean the PSM before and after your work with ammonium spray!

Don't let your dirty bottles more than one day for decontamination (1 week-end, not more)

Cleaning sessions (each 3 weeks) has been scheduled by Mylene

[schedule](#)

			Hood	Incubator		
Semaine 01/01	05/01/2024	Salvatore & Mylène	MVA and cell hood	Top/middle rotating incubator	done	
Semaine 22/01	30/01/2024	Julien & Yury	MVA and cell hood	Middle rotating Incubator	done	+ microscope area
Semaine 12/02	14/02/2024	Charlotte & Geoffrey	MVA and cell hood	Bottom rotating incubator	done	
Semaine 04/03	04/03/2024	Philippe & Viola	MVA and cell hood	Static incubators: cell + MVA	done	
Semaine 25/03		Cathy & Brian		Top rotating incubator		
Semaine 15/04		Salvatore & Julien		Middle rotating Incubator		
Semaine 06/05		Mylène & Charlotte		Bottom rotating incubator		
Semaine 27/05		Philippe & Geoffrey		Static incubator		
Semaine 17/06		Yury & Brian		Top rotating incubator		
Semaine 01/07		Viola & Cathy		Middle rotating Incubator		

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