

General guidelines for the use of FACSAria Flow cytometer in Department of Paediatrics and Adolescent Medicine

1. User registration
All users should fill in [Registration Form](#) and gain approval from Paediatrics Laboratory.
2. Booking system
Advance booking is required.
Please book equipment through Dr Davy Lee [dcwlee@hku.hk] or
Ms Susanna Fok [sfsfok@hkusua.hku.hk]
3. Analysis softwares
FlowJo, DIVA and Modfit analysis softwares are available on request.
4. Operation
 - New users should operate the equipment accompanied by experienced FACSAria user.
 - Users should follow the FACSAria operation manual.
 - Quality control will be performed by Paediatrics technical staff weekly.
 - Normal operating hours: 10:00 am – 5:00 pm (Monday – Friday)
10:00 am – 12:30 pm (Saturday)
5. Data storage
 - Users are required to bring their own USB drive for data storage.
 - Users should transfer their data files after every experiment.
 - Data files stored on the machine will be deleted regularly without advanced notice.
6. Laboratory Safety
For biohazard samples, users should notify Paediatrics laboratory prior to use the equipment.
7. Rate

HKU users	HK\$430 per hour
External users	HK\$970 per hour
8. Enquiry or Emergency Contact
Staff member - Dr. WW Tu [wwtu@hku.hk]
Technician-in-charge - Dr. Davy Lee [dcwlee@hku.hk] or
Ms Susanna Fok [sfsfok@hkusua.hku.hk]
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