

TAIPEI MEDICAL UNIVERSITY

CORE FACILITY CENTER, OFFICE OF RESEA

Access Control Individual EasyCard Application Regulations

Applicants are required to adhere to the following regulations

1. This service is only available for individuals who already possess instrument usage rights but do not hold a staff or student ID card from our school.
2. The access rights to enter and exit the instrument room using the individual EasyCard are subject to deletion by the Core Facility Center.
3. Core Facility Center will regularly revoke access rights to individual EasyCards on July 31st each year. Those who need to continue using them must reapply.
4. Access EasyCards are non-transferable and may only be used by the individual who made the reservation. It is strictly prohibited to use another person's account to make reservations.
5. In the event of equipment failure when using instruments outside of working hours, there will be no immediate technical support available. Users must have operational permissions and be familiar with basic troubleshooting of the instruments. Technical personnel accompaniment is not required. Users will be liable for any damages caused to the instruments.
6. Please use the equipment according to the reserved time without delay and ensure to sign in and out accurately.
7. Eating and drinking are prohibited in the open area.
8. The open area is for equipment reservations only. Those without a reservation should not stay in the Core Facility Center.
9. Please take all waste generated from experiments (such as cuvettes, gloves, paper towels, tips, etc.) with you. It is strictly prohibited to leave any waste in the Instrument Center.
10. If the above regulations are violated, the first offense will result in an email notification to the supervisor and a one-month suspension of equipment access privileges. The second offense will result in another email notification to the supervisor and a three-month suspension of equipment access privileges. The third offense will result in the permanent revocation of all equipment access privileges.