



– Newsletter from the Animal Facility at Biomedicine –

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1) Ændring i bestilling og modtagelse af dyr, samt behov for projektplaner / *Change in ordering and receiving of animals, and need for project plans*

Fremadrettet bestilles alle dyr til Institut for Biomedicin med levering til dyremodtagelsen i Skou. Ved behov for levering og transport af dyr til bygning 1160 (Fysiologi), 1182 (Biofysik) eller 1234 (Anatomi) vil dyrestalden foretage en fast ugentlig transport fra Skou.

Ved behov for supplerende udlevering af dyr fra dyrefaciliteten i Skou til bl.a. 1160, 1182, 1234, eller andre lokaliteter, kontaktes dyrestaldspersonalet for aftale om klargøring og afhentning af dyr.

Ved bestilling af dyr udfyldes en rekvisition, som udleveres af dyrestaldspersonalet. Rekvisitionen skal udfyldes med en gældende dyreforsøgstilladelse, samt gyldigt kontonummer til betaling af dyrene.

Derudover skal der ved bestilling vedhæftes en udfyldt avlsplan (hvis dyrene skal bruges til avl) eller projektplan (hvis dyrene skal bruges i forsøg). Der kan ikke bestilles dyr før ovenstående er lavet og godkendt.

Er der tale om avl eller gentagne forsøg med uændrede forhold, kan den samme avls- eller projektplan vedhæftes.

Dette tiltag implementeres for at sikre, at dyrestalden altid har den gældende avls- og projektplan tilgængelig.

Det ikke tilladt at starte forsøg (operationer, injektioner, adfærdsanalyser mv.) før der foreligger en projektplan i stalden, hvor dyrene opstaldes. Aflivning af dyr kategoriseres ikke som dyreforsøg og projektplan udfyldes blot med: "Dyr til aflivning".

Link til projektplaner: <http://dyrefaciliteter.au.dk/institut-for-biomedicin/projektplaner-for-forsog-og-avl/>

Du er altid velkommen til at kontakt din lokale dyretekniker eller dyrestaldens arbejdsmiljørepræsentanter Jani Kær (mail: juka@biomed.au.dk) og Karina Vestergaard Nielsen (mail: karinavn@biomed.au.dk), hvis du har yderligere spørgsmål.





Henceforward, all animals being ordered to Department of Biomedicine will be delivered to the animal facility receipt in Skou. In need for delivering and transport of animals to building 1160 (Physiology), 1182 (Biophysics) or 1234 (Anatomy), the animal facility will conduct a regular weekly transport from Skou.

In case of need for additional handing out of animals from the animal facility in Skou to e.g. 1160, 1182, 1234, or other locations, please contact the animal facility for arranging preparation and packaging of animals for collection.

When ordering animals, a requisition form provided by the animal facility personnel must be filled. The requisition form must contain a valid animal experimentation license number as well as a valid account number for payment of animals.

Furthermore, it is mandatory that a complete breeding plan (when animals are used for breeding) and a project plan (when animals are used for experiments) are attached. Animals cannot be ordered before the above is in order and approved.

When performing repetitive breeding setups or experiments, the same breeding- or project plan can be attached.

This initiative is implemented to secure that the animal facility staff always has the current breeding or project plan available.

It is not allowed to start experiments (surgeries, injections, behavior analyses etc.) before a project plan is available in the animal facility. Euthanasia of animals is not considered an animal experiment, and consequently the project plan should just be filled with: "Animals for euthanasia".

Link to project plans: <http://dyrefaciliteter.au.dk/en/department-of-biomedicine/project-plans-for-experiments-and-breeding/>

Please, do not hesitate to ask your local animal technician or the local Occupational Health and Safety Representatives Jani Kær (mail: juka@biomed.au.dk) and Karina Vestergaard Nielsen (mail: karinavn@biomed.au.dk) if you have additional questions.





2) Afvikling af dyrestald i bygning 1160 (Fysiologi) og 1234 (Anatomi) / *Closing of the animal facility in building 1160 (Physiology) and 1234 (Anatomy)*

Nu hvor dyrestalden i Skou-bygningen er etableret, vil dyrestalden både i bygning 1160 (Fysiologi) og 1234 (Anatomi) fremadrettet kun i mindre grad være tilgængelig for opstaldning og dyreforsøg. De tilbageværende opstaldede dyr i 1160 og 1234 skal inden udgangen af uge 41, dvs. d. 13. oktober, være afviklet, med mindre der er truffet særskilt aftale med dyrestaldens ledelse.

Fremadrettet vil midlertidig og kortvarig opstaldning af dyr i 1160 og 1234 kun være mulig efter aftale med dyrestaldens ledelse. Dette sker for at sikre, at der kun opstaldes dyr i 1160 og 1234, hvor nærhed til laboratorier i 1160 og 1234 er en klar forudsætning for forsøgets gennemførelse.

Now that the animal facility in the Skou Building has been established, the animal facility in building 1160 (Physiology) and 1234 (Anatomy) will be available for users only to a limited extent. The remaining animals housed in 1160 and 1234 must, by the end of week 41, i.e. on October 13, be terminated, unless a specific agreement has been made with the animal facility management. Accordingly, future need for temporary and short-term housing of laboratory animals in building 1160 and 1234 will only be possible after special agreement with the animal facility management. This is done to ensure that animals are only housed in 1160 and 1234, when proximity to laboratories in 1160 and 1234 is a prerequisite for conduction of trials.

3) Dyrestalden i Skou bygningen / *Animal Facility in the Skou Building*

A. Adgang til dyrestalden og kursusbeviser / *Entry to the animal facility and course certificates*

For at få åbnet adgangskort til dyrefaciliteten skal man deltage i en rundvisning, hvor staldfaciliteter, procedurerum og generelle regler for opførsel gennemgås. Derudover skal man have bestået et kursus i dyreforsøgskundskabs (EU kategori D, AD eller ABD).

Udvekslingsstuderende eller andre som har taget kursus i et andet land end Danmark skal, inden





de kan lave dyreforsøg i Danmark, bestå et kursus i dansk lovgivning relateret til brug af dyr til forsøg mv. Dette gælder også selvom man har taget kurset i et europæisk land, som følger EU Direktiv 2010/63/EU. Kursusbeviser skal sendes til teamleder Lone Dahl Thomsen (lone.d.thomsen@biomed.au.dk) eller dyrlæge Thea Thougard Johansen (tjo@biomed.au.dk).

In order to get access card to the animal facility opened, you need to participate in a guided tour where stable facilities, procedure rooms and general rules for behavior and conduct are reviewed. Further more it is mandatory that you have passed a laboratory animal science course (EU function D, AD or ABD). Exchange students or persons who have taken a course in a country other than Denmark must pass a course in Danish legislation related to the use of animals for experiments etc. before being allowed to perform animal experimentation in Denmark. This also applies even though you have taken a course in a European country following the EU Directive 2010/63/EU. Course certificates must be sent to team leader Lone Dahl Thomsen (lone.d.thomsen@biomed.au.dk) or veterinarian Thea Thougard Johansen (tjo@biomed.au.dk).

B. Påklædning i dyrestalden / Clothing in the animal facility

Det er obligatorisk for alle, som arbejder i dyrefaciliteten at være iklædt en dedikeret blå heldragt og træsko. Hvis man ikke har fast gang i faciliteterne, men har brug for at komme ind en gang imellem, skal man iføre sig blå overtræksfutter over skoene og en blå heldragt. På etagen, hvor man kommer ud af airshowers (og ind i stalden) er det ikke et krav at være iført hårnet. Skal man ned på nederste niveau og ind i stalde, procedurerum mv. skal man iføres hårnet, samt afspritte hænder inden man går ind.

It is mandatory for everyone entering the animal facility to wear a dedicated blue coveralls and clogs. If you do not come regularly in the animal facility but need to come in once in a while, you have to wear blue shoe covers and a blue coverall. On the level where you exit the air showers (into the animal facility), it is not mandatory to wear a hairnet. If you need to go to the basement level and into the stables or procedure rooms, you must wear a hairnet and disinfect hands with ethanol before entering.





C. Computer og mobiltelefon i dyrefaciliteterne / *Computer and mobile phone in the animal facility*

Hvis det er nødvendigt at medbringe en computer i dyrefaciliteterne må denne ikke tidligere have været i anvendt i anden dyrestald. Derudover skal alle computere overfladedesinficeres (udvendigt og indvendigt) ved indgangen, lige inden omklædningen. Mobiltelefoner (både arbejde og privat) skal puttes i en zip lock-pose, hvis de medbringes. Computer må ikke medtages i staldene, hvor dyrene går, men må gerne tages med ind på laboratorier, procedurerum og lignende.

If it is necessary to bring a computer into the animal facility it must not have been used in another animal facility previously. Furthermore, all computers must be surface disinfected (outside and inside) by the entrance just before the locker rooms. Mobile phones (both work and private) must be put in a zip lock bag if they are brought into the facility. Computers must not be brought in the animal housing rooms, but are allowed in laboratories, procedure rooms etc.

D. Bruger-kasser i omklædningsrum / *User boxes in the locker room*

Faste brugere af dyrestaldens faciliteter får udleveret en sort plastikkasse til opbevaring af den obligatoriske blå dragt, som alle brugere skal iklædes, ved adgang til dyrestalden. Plastikkassen kan benyttes til eventuelle 'personlige' ting, der ikke kan efterlades i procedurerummene og der kan være behov for inden for dyrestaldens barriere (kuglepen, blok, forsøgsprotokol mv.). Lejen per kasse udgør 12 DKK per uge og dækker lån og vask af blå dragter, og køb af træsko. For at kunne dække ovennævnte omkostninger, er det nødvendigt, at hver eneste bruger, der har blå dragt samt træsko, og færdes regelmæssigt i dyrefaciliteterne, bliver opkrævet for leje af dragt og træsko. På forsiden af kassen påsættes label med brugerens navn, arbejds- eller laboratoriegroupe, samt navn på betaleren.

Regular users of the animal facility will get a black plastic box to keep the mandatory blue suit all users are required to wear when entering the animal facility. The plastic box can be used for any 'personal' belongings that cannot be left in the procedure rooms but are needed within the animal facility (pen, notebook, research protocol etc.). The fee for renting constitutes 12 DKK per week and covers rent and wash of the blue suits, and purchase of clogs.





To be able to cover the abovementioned costs it is necessary that every single user who is using blue suit, clogs, and comes regularly in the animal facility will be charged for rent of suit and clogs. The front of the box must contain a label with the name of the user, work or laboratory group as well as the name of person liable for paying.

E. Forsøgsprotokoller, papir og kontorartikler mv. til laboratorier / *Research protocols, paper and office supplies etc. for laboratories*

Der findes en printer i dyrefaciliteten på 0. etage (samme etage som indgangen). Printer er forbundet til FollowMe-systemet. For at sikre dyrestaldens barriere, opfordres alle brugere til at sende forsøgsprotokoller, resultatskemaer mv. til print inden de går i dyrestalden, og derefter printe/afhente de nødvendige dokumenter i dyrefaciliteten. Derved minimeres risikoen for at barrieren til dyrene brydes, og chancen for at bibeholde en høj sundhedsstatus forøges. Ligeledes findes kuglepenne, blyanter og permanente markers allerede i stalden. Spørg dyrestaldspersonalet ved behov for ekstra kuglepenne og lignende i procedurerummene.

There is a printer in the animal facilities on the 0th floor (same level as the entrance). The printer is connected to the FollowMe system. To secure the animal facility barrier, we encourage all users to send research protocols, result schemes etc. for printing before they enter the animal facility and print/collect the necessary documents in the facility. This way, the risk of breaking the barrier to the animals is minimized and the chance of maintaining a high health status is increased. Similarly, there are pens, pencils and permanent markers in the stables. Ask the animal facility personnel for extra pens etc. in the procedure room if needed.

F. Beholdere til våd- og tør is / *Containers for wet and dry ice*

Det er ikke tilladt at medbringe flamingokasser i dyrestalden til opbevaring af våd- eller tør is, samt prøver, da disse ikke kan rengøres og overfladedesinficeres tilstrækkeligt. Derfor opfordrer vi alle brugere, som måtte have behov for at medtage is til opbevaring af prøver mv. til at købe en kasse lignende dem, der linkes til nedenfor. De fås med og uden låg og kan købes hos VWR som Aarhus Universitet har en indkøbsaftale med.

Link: <https://dk.vwr.com/store/product/18594692/ice-pans-and-buckets-multi-purpose>





It is not permitted to bring Styrofoam boxes into the animal facility for storage of wet or dry ice and samples, since these cannot be adequately cleaned and surface disinfected. Therefore, we encourage all users who need to bring ice for storage of samples etc. to buy a container similar to the ones linked to below. They come with and without lid and can be bought at VWR with whom Aarhus University has a supply contract.

Link: <https://dk.vwr.com/store/product/18594692/ice-pans-and-buckets-multi-purpose>

G. Booking af lokaler, ressourcer og udstyr / Booking of rooms, resources and equipment

Booking af operationsrum, stinkskab, IVIS-scanner mv. foregår i Outlook. Alle lokaler i dyrestalden er nummeret og oprettet i Outlook-kalenderen, og disse numre tilkendegiver faciliteter/udstyr i stalden, som kan bookes. Vær opmærksom på, at der i hvert procedurerum (hhv. mus, rotter, terminale procedurer) er flere 'arbejdsstationer' – man booker altså ikke hele rummet på en gang. F.eks. kan man booke 'Lab bench 2' og 'Fume hood', hvis man har brug for arbejdsbord og stinkskab, eller 'LAF' (laminar airflow), hvis man kun har brug for dette.

Lokaler og ressourcer kan tilføjes som kalendere i Outlook, dog skal man være opmærksom på, at skifte adressefeltet i Outlook fra 'All Rooms' til 'Global Address List' for at kunne se alle lokaler/ressourcer. Der vil komme en detaljeret beskrivelse, samt billeder af alle lokalefaciliteter og udstyr tilgængelig på dyrestaldens hjemmeside.

Booking of surgery rooms, fume hoods, IVIS-scanner etc. is done in Outlook. All rooms in the animal facility are numbered and established in the Outlook-calendar and these numbers signify rooms, resources or equipment that can be booked. Please, be aware that there in each procedure room (mouse, rat, terminal procedures) are multiple 'workstations' – you cannot per se book the whole room at once. For example, you can book 'Lab bench 2' and 'Fume hood' if you need a working/surgery station and a fume hood, or 'LAF' (laminar airflow) if you only need this.

Rooms and resources can be added as calendars in Outlook, just be aware to change the address field in Outlook from 'All Rooms' to 'Global Address List' to be able to see all rooms/resources. A detailed description as well as images of all facilities and resources will follow shortly and be assessable on the animal facility homepage..





H. Åbning af bure og brug af skiftestationer og computer i staldene / *Opening cages and use of changing stations and computers in the stables*

For at begrænse spredning af allergener og sikre dyrenes sundhedsstatus, er det ikke tilladt at åbne bure for at tilse dyr uden for skiftestationer med laminært airflow, stinks skabe, LAF-bænke eller i procedurerummene. Det er muligt for brugere at anvende de stationære eller mobile skiftestationer, som befinder sig i staldene, dog vil de være låst til brug for dyrestaldspersonalet i tidsrummet 6-14 i hverdagene, medmindre andet er aftalt med den ansvarlige dyrepasser. Har man brug for en computer i staldene er det muligt at låne den computer, der fast er tilknyttet hver enkelt skiftestation, dog gælder det også her, at denne er låst i tidsrummet 6-14, medmindre der foreligger en anden aftale.

To minimize the spread of allergens and secure the animal health status, it is not allowed to open cages to check on animals outside of changing stations with laminar air flow, fume hoods, LAF benches or in the procedure rooms. It is possible for users to borrow space in the stationary or mobile changing stations in the stables, however, they will be dedicated for use by the personnel in the animal facility from 6 am to 2 pm all weekdays unless otherwise agreed upon with the responsible animal caretaker. If a computer is needed in the stables, it is possible to use the computer associated with each stationary changing station, however it also applies here that the computer is dedicated for use by the personnel from 6 am to 14 pm unless otherwise agreed upon.

I. Procedurer vedrørende opfyldning af anæstesi efter brug / *Procedures regarding filling of anaesthesia after use*

Ved brug af mobilt anæstesiapparat, er fordamperen helt fyldt med isofluran. Hver bruger af apparatet (gruppe eller enkeltperson) skal efter endt brug fylde apparatet op igen således, at næste bruger modtager et anæstesiapparat med en helt fyldt fordamper. På den måde påfyldes kun den mængde anæstesivæske, som er blevet anvendt til egne procedurer.

Der hænger en vejledning på hvert anæstesiapparat som beskriver, hvordan apparatet virker, samt hvordan man monterer fyldenøgle på isofluranflasken og fylder fordamperen.

When using the mobile anaesthesia equipment, the vaporizer will be filled with Isoflurane. Each





user of the equipment (group or single person) must re-fill the vaporizer after use, so that the next user will receive a full vaporizer. Thus, the user will only fill in the amount of Isoflurane they have used for their own procedures.

There is a quick guide attached to each anaesthesia device that describes how the equipment works along with a description of how to mount the filler-key on the Isoflurane bottle and fill the vaporizer.

J. Køb af medicin inklusiv isofluran / Purchase of remedies and drugs including Isoflurane

Medicin kan købes igennem dyrestalden ved at rette henvendelse til enten dyrestaldspersonalet eller dyrlægerne. Nogle typer af medicin til brug ved fx anæstesi eller smertelindring er oftest på lager i dyrestalden og disse kan udleveres med dags varsel. Andre typer af medicin, der ikke anvendes så ofte, bestilles fra uge til uge med levering hver tirsdag.

Medicinen afregnes med brugeren/gruppen, som har bestilt eller fået udleveret medicinen.

Isofluran sælges i 250 ml flasker til den enkelte bruger. Hver bruger opbevarer sin flaske med isofluran i en dedikeret brugerkasse, som opbevares i aftræksskab i dyrestalden.

Ved behov for små mængder isofluran til kortvarig eller enkeltstående forsøg kan dyrestaldspersonalet kontaktes.

Remedies and drugs can be bought through the animal facility by enquiry to the animal facility personnel or the veterinarians. Some types of drugs used for e.g. anaesthesia or pain relief are normally in stock within the animal facility and can be handed out at days' notice. Other types of drugs not commonly used can be ordered from week to week with delivery every Tuesday.

The price of the drugs/medicine is settled with the user/research group that ordered the drugs or had them handed over.

Isoflurane is be sold in 250 ml vials to individual scientists and/or users. Each scientist or user will then have their own vial (bottle) of Isoflurane that may be stored in a dedicated user box in the suction cabinet in the Animal Facility. Scientists in need of only small amount of Isoflurane for single short-term studies, should contact the local animal technician to obtain Isoflurane in smaller fractions.





K. Procedurer for materialer og forbrugsvarer ind i dyrestalden / *Procedures for materials and consumer goods into the animal facility*

Så vidt muligt skal alt udstyr, materialer og forbrugsvarer, som ønskes medtaget i dyrestalden gasses eller autoklaveres ind, eller rengøres og overfladedesinficeres grundigt. Nye forbrugsvarer i intakt og rengøringsvenlig (plastik) yderemballage kan medtages via personaleindgangen.

Kontakt venligst dyrestaldspersonalet for hjælp og vejledning.

Dyrefaciliteten har et mindre lager af kanyler, sprøjter, sutur mv. som brugere kan få udleveret, men som udgangspunkt skal brugerne selv indkøbe, hvad der er brug for. Derefter kan dyrestaldspersonalet kontaktes med henblik på at få gasset/autoklaveret/desinficeret tingene ind.

As far as possible all equipment, materials and consumer goods that enter the animal facility must be gassed or autoclaved in, or must be surface disinfected thoroughly. New laboratory consumables in intact and easy-to-clean (plastic) outer packaging can be brought to the facility via the main entrance. Please, contact the animal facility staff for help and guidance.

The animal facility has a small stock of hypodermic needles, syringes, suture etc. that users of the animal facility can use, however, in general terms, users themselves must purchase what they need. Then, the animal facility staff can be contacted to help and guide concerning gassing/autoclaving/disinfecting.

L. Mad, vand og kaffe samt frokoststuen / *Food, water, coffee and the lunchroom*

Det er ikke tilladt at medbringe vand, kaffe og lignende gennem omklædning og airshowers ind i dyrefaciliteterne. I frokoststuen findes vandglas og kaffekopper, og kaffemaskinen er til fri afbenyttelse for brugere af dyrefaciliteten. Hvis det er nødvendigt, at man er i dyrefaciliteten hele dage, er det tilladt at medbringe en madpakke, som kan opbevares i køleskabet i frokoststuen. Det eneste vi beder om er, at man gør rent efter sig selv og at frokoststuen holdes ren og ryddelig.

It is not allowed to bring water, coffee and other beverage through the locker room and air showers into the animal facility. In the lunchroom, water glasses and coffee cups are available and users of the animal facility can use the coffee machine freely. If it is necessary to spend whole days in the animal facility, it is allowed to bring a lunch box that can be stored in the refrigerator





in the lunchroom. The only thing we ask is that you clean up after yourself and that the lunchroom is kept clean and tidy.

4) Animal Facility Management contact information

Manager of the Animal Facility: Jakob Harslund, e-mail: jakob@biomed.au.dk

Veterinarian: Thea Thougard Johansen, e-mail: tjo@biomed.au.dk

Team leader in Skou: Lone Dahl Thomsen, e-mail: lone.d.thomsen@biomed.au.dk

Team leader in South-/West facility, Peter Aakær Nielsen, e-mail: pan@biomed.au.dk

Homepage for the Animal Facility at Department of Biomedicine:

<http://dyrefaciliteter.au.dk/institut-for-biomedicin/>

<http://dyrefaciliteter.au.dk/en/department-of-biomedicine/>

Best regards,

Jakob Harslund

This newsletter is sent to keep the users of the animal facilities at the Department informed about organizational conditions and management of daily routines and guidelines.

The newsletter is distributed to all employees at Department of Biomedicine at University of Aarhus.

