POLICY OF USE
Seahorse XFe96-Extracellular Flux Analyzer

Version 3
(August 2020)

Foreword
ACHUCARRO has one Extracellular Flux Analyzer by the company Agilent, the model Seahorse XFe96.

This policy defines the organisation for the correct use and maintenance of this equipment. This document is open to improvements and suggestions, fruit of the use and experience in the common and collaborative use of this equipment. The Facility Manager can take suggestions to improve this policy of use and take care of any issue related to this equipment.

Working hours
The regular working time of the equipment is from Monday to Friday, from 9.00 to 18.00.
Be aware that this equipment has to be prepared the day before running the experiment.

Reservation Calendar
The use of the confocal microscope requires a previous reservation that will be made through the "Agendo Sience" reservation management software.

Access and registration: in the search bar of your browser click:

https://achucarro.agendo.science/

and you will go to the initial page to registrate and create an account

The email address from which you access this system is where you will receive all notifications related to your calendars, your reservations, possible changes, etc. So, from this point is going to be a very active account.

Remember to select the institute (Achucarro Basque Center for Neuroscience) and the lab you belong to. Once the registration requests are received, they will be approved by the administrators (mainly Aitor Palomino (aitor.palomino@achucarro.org) and Laura Escobar (laura.escobar@achucarro.org)) and you can request access to the calendars of the facilities that are of interest to you.

Group Leaders will be responsible for the use (and cost) of their group members, so you can establish your own (internal) request procedures.

If access is not possible through the Agendo software, contact the facility Manager to reserve a timeslot for your samples: aitor.palomino@achucarro.org; facilities@achucarro.org.

In order to keep a good atmosphere in the use of the equipment, and in the whole centre, we kindly ask all the users to observe strictly the schedules and times of use, planning adequately the experiments, being tidy and clean with the equipment, furniture and the room.
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Acknowledgement
Users MUST mention the use of this equipment in their publications and research outcomes as:

Achucarro Basque Center for Neuroscience-Cell Analytics Facility (UPV/EHU Scientific Park, Leioa-Spain)

This equipment has received the financial support of the European Commission-European Regional Development Fund.

Annex 1: Service Prices

These prices have been set according to the cost of maintenance of the equipment, and taking into account the differences that each resource/technique consumes.

STANDARD FEES (EUROS PER HOUR)

<table>
<thead>
<tr>
<th>Service Description</th>
<th>Euros per hour of use</th>
</tr>
</thead>
<tbody>
<tr>
<td>Achucarro users</td>
<td>50</td>
</tr>
<tr>
<td>Research personnel of the UPV/EHU and other Non for profit Research organisations and Technological Centres on the Basque Science and Technology Network (*)</td>
<td>75</td>
</tr>
<tr>
<td>Other External organisations and Private Entities, Companies (*)</td>
<td>100</td>
</tr>
</tbody>
</table>

(*) These fees include the support of our staff and if necessary, access to our sample preparation facilities.
These prices don’t include the taxes that would apply in each case.