



**Attachment of the announcement of Walailak University
Service Rates and Guidelines for Service of the Research Institute for Health Sciences,
Walailak University
Given on: December, 2020**

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With reference to the Walailak University Announcement regarding the Service Rates of Research Institute for Health Sciences, Walailak University dated November, 20, 2019, hereby cancel the aforementioned announcement and establish the Service Rates and Guidelines for Service of the Research Institute for Health Sciences, Walailak University. The details can be accessed at the bottom of this announcement.

**Section 1:
Ethical Review Fees**

No.	Description	In-house projects (baht)		Others (baht)
		Instructor/ Researcher	Student	
1	Walailak University Ethics Committee in Human Research (WUEC)	1,000	500	3,500
2	Walailak University Animals Care and Use Committee (WUACUC)	1,000	-	3,500
3	Walailak University Biosafety Committee (WUIBC)	1,000	-	3,500

**Section 2:
Care and Use of Laboratory Animals Service Fees**

2.1 The cost of laboratory animals provide by the company or distributor depending on the invoice from the dealer and thus the applicant or the principle investigator is responsible for the entire dust.

2.2 The cost of laboratory animals transportation is based on the vehicle invoice from Division of Service Central, Walailak University that futher includes driver's accommodation, driver's allowance, fuel costs (calculated at 5 baht per kilometer) for which the applicant or the principle investigator is responsible for the full amount.

2.3 Laboratory animals care and raise service rates.

No.	Type of animal	Service Charges		Unit
		In-house projects	Others	
1	Mice, Hamster	20	30	baht/animal/day
2	Rat, Guinea pig	25	40	baht/animal/day
3	Rabbit	25	40	baht/animal/day

Notation: This price is included with:

Feeding, bedding, water, and other necessary utility systems for laboratory animals.

2.4 Laboratory animals testing service rates.

No.	Type of animal	Service Charges		Unit
		In-house projects	Others	
1	Mice, Hamster	200	250	baht/animal
2	Rat, Guinea pig	300	350	baht/animal
3	Rabbit	300	350	baht/animal

Notation: This price is included with:

1. The cost of materials and equipments related to the administration route, subcutaneous injection, intraperitoneal injection, tail vein injections, anesthesia, cardiac puncture, marginal ear vein and tail snip blood sample collection, euthanasia, animal carcass disposal, **except** for equipment that the researcher must prepare an their own, such as blood collection tubes, capillary tubes, slides, micro-centrifuge tubes, centrifuge tubes, cryotubes, etc.

2. The cost of materials and equipment used to obtain organ samples from laboratory animals where as the researcher aimed to organs harvest in preservative. (The researcher will be responsible for providing the container and a preservative solution.)

**Section 3:
Testing Service Fees**

No.	List	Charges (baht)		Note
		In-house projects	Others	
Histopathology Laboratory				
1	Tissue Processing and Paraffin Sectioning	300/sample	500/sample	Tissue preparation for histopathology laboratory: sample thickness does not exceed 10 μm .
2	H&E Staining	150/sample	300/sample	
Molecular Genetics				
3	DNA Extraction	300/sample	500/sample	
4	RNA Extraction	500/sample	700/sample	
Other Services				
5	Confocal Laser Scanning Microscope (CLSM)	1,500/hour	3,000/hour	
6	Ultra High Pressure Liquid Chromatography (UHPLC)	1,500/sample	2,500/sample	
<u>Notation</u> <ol style="list-style-type: none"> 1. The applicants must prepare own samples and standard substances. 2. The applicants must provide the appropriate condition information for investigation. 3. For advanced chromatography investigation service, the applicants will receive the calibration curve 5 points and 3 times for injection per sample. 				

**Section 4:
Scientific Instrument Service Fees**

No.	Advanced Scientific Instrument List	Service Charges (baht)	
		In-house projects	Others
1	Mass Spectrometry (MS)/ Liquid Chromatography-Mass Spectrometry (LC-MS) Analysis	800/hour	1,600/hour
2	HPLC (High Performance - Liquid Chromatography)	500/hour	1,600/hour
3	Flow Cytometer	400/hour	1,000/hour
4	High Intensity Ultrasonic Processor	100/hour	200/hour
5	UV-VIS Spectrophotometer	200/hour	350/hour
6	Cryostat	300/hour	450/hour
7	Tissue processing	200/hour	350/hour
8	Tissue staining	200/hour	350/hour
9	Lyophilizer	200/hour	350/hour
10	Microtome	-	200/hour
11	Microplate Reader Absorbance Mode	-	200/hour
12	Microplate Reader Fluorescence Mode	-	400/hour
13	Real-Time PCR (a maximum of 3 hours at a time)	-	300/time
14	Fluorescent Microscope	-	200/hour
15	6 Digit Analytical Balance	-	300/hour

Notation:

1. The service cost is charged per hour, with a fraction of an hour being charged an additional 1 hour.
2. The service cost is charged for 1 day, the applicants must operate resulting in an additional hour for no more than 8 hours consecutively.
3. The charges never included compensation in the event that the applicant breaks the instruments.
4. The cost of supplies required on instrument running is not including the charges.
5. The charges are subject to change without notice as needed.

**Section 5:
Consumable Fees**

No.	List	Service Charges (baht)	
		In-house projects	Others
1	Consumable Fees	300/month	500/month

Notation: Consumable fees are collected from users of every project, details as follows:

1. The service fee is charged month, the excess of the month will be charged for the entire month.
2. Chemicals and consumables will include general waste bags, biohazard waste bags, hand towels, glass cleaning agents and supplies, floor cleaner, lens cleaning paper, Carbon dioxide gas (CO₂) for an incubator and -80 °C freezer, Nanodrop cleaning paper, pH calibration standard, pH adjust solution such as NaOH, HCl, KCl.
3. Additional services, weekly cleaning for laboratory shoes, and gowns are available.
4. The waste management includes the removal of general and biohazard waste on a routine basis.

Section 6:

Basic instrument services fee exemption

The research Institute for Health Sciences offers an exception fee for instrument services under Section 4, Scientific instrument service rates, to the following persons to support performing research in the Walailak University new generation researcher.

6.1 Full-time instructors with a maximum duration of 3 years and research proposals with budgeted sources within the university that have been approved for a cost, which clearly defines details its use instruments. When applying for the service, a copy of the fund contract must be attached.

6.2 Part-time instructors with a total working period of less than 3 years and have a research proposal with a budgeted source within the university that has been approved for a funding and explain perfectly details of the instruments usage. However, a copy of the fund contract must be attached when applying for the service.

6.3 Service fees will be charged according to the rates indicated for those who do not qualify under the criteria of subsection 6.1 and 6.2 above.

Section 7:

Guidelines for the operation of scientific instrument and laboratory of the Research Institute for Health Sciences

The guidelines for the operation of scientific instruments and laboratories have been established for performing in the same direction including the following details:

- 7.1 Presents of the service

7.1.1 Providing laboratory facilities and scientific instruments for research to researchers, instructors, and postgraduates.

7.1.2 Providing analytical services.

7.2 Informs for service

7.2.1 Applicant submits a request form for scientific instruments at least 2 working days in advance. In case the applicant is an undergraduate, the advisor or the course lecturers should indeed sign each time the application is submitted. Instructors can use the service continuously for up to 6 months at a time, whereas students and outsiders can use it for up to 3 months at a time.

7.2.2 Service requests for scientific instruments and laboratory facilities must be submitted only research project per form. If it is found that it is being used in other research projects, the Research Institute for Health Sciences will terminate or temporarily suspend the service until the applicant agrees to follow the correct process.

7.2.3 Service time allocation is subject to instrument availability and usage quantity at the time of service request.

7.3 Service access

7.3.1 Applicants who used the laboratory were required to use appropriate personal protection equipment (PPE) such as a lab coat and gloves at all times when operating in order to protect the body from chemical and pathogens directly exposure.

7.3.2 Reservation of instruments can be done online at http://cseweb.wu.ac.th/equipment_database_rihs. For projects that require continuous use of the instruments for more than 24 hours, reservations must be made at least 2 working days in advance.

7.3.3 If applicants have previously been reserved but not logged in on the specified date and time without cancellation 1 day's notice in advance, will be warned or considered temporarily suspending the privilege to reserve.

7.3.4 HPLC/UHPLC can be used continuously for no more than 2 weeks per project except there is no other person waiting to use the instruments. Refrain from using the instruments on public holidays because the instruments are used continuously until damaged regularly. However, the decision of the Director of the Research Institute for Health Sciences is considered final.

7.3.5 Applicants must record the use of the instruments in the logbook after every use. If found that no usage log will be warned or considered temporarily suspending the privilege to reserve.

7.3.6 The usage of scientific instruments strictly follows the instruction manual. If there are any damages or difficulties incurred of use, let the staff know immediately.

7.3.7 In case instrument usage is related to temperature or rotational speed determination, always check the setting and the operation of the machine beforehand.

7.3.8 Applicants must not move the tools or arbitrarily related equipment. If there is a need to move, let the staff know before moving.

7.3.9 After use, applicants must check the quantity, neatness of materials, equipment, and tools according to the received list are correct and always available.

7.3.10 In the case equipment or related tools are damaged or lost, which is caused by the user's default of obligation under these terms of use or the user's letting others use the

instruments under their rights until the damage, the applicant who signs the service request is responsible for indemnifying, repair, or part replacement until the damaged tools can be used normally.

7.3.11 In the event that the applicant uses the laboratory outside of opening hours, must be responsible for maintaining order at open and close scientific instruments, air conditioning system, electric lighting, window, door, water supply device, and other electrical equipment before leaving the room.

7.3.12 To prevent the occurrence of damage to the instrument, not available outside working hours and public holidays for undergraduate students in all cases.

7.4 Payment of service

In the case a service charge applies, the Research Institute for Health Sciences will inform the user. However, the service user must pay the service fee within 7 working days after receiving the invoice.
