

HOAHub Sample Shipment Rules

1. General Principle

Due to the increasing number of samples imaged at BM18 within the Human Organ Atlas project, clear rules are required to ensure:

- Fair prioritization
- Safe and reliable sample preparation
- Compliance with ESRF authorization

Once your beamtime has been scheduled and ethical approval has been obtained, the shipment protocol described below must be followed.

For scheduling enquiries contact:

- For HOAHub: Claire Wlash (c.walsh.11@ucl.ac.uk)
- For LTP: Peter Lee (peter.lee@ucl.ac.uk)

All technical and logistical matters must go through hoa-samples@esrf.fr.

2. Timeline Before Beamtime

- **6 Weeks Before Beamtime** (request the 4-week info)

The ESRF team will send an email reminding collaborators of:

- Upcoming beamtime dates
- Required information
- Deadlines

- **DEADLINE - 4 Weeks Before Beamtime - Mandatory Information**

Collaborators are required to provide:

- Confirmation of pathway: **Surgical / non-surgical**
- **Type of organ**
- **Maximum number** of samples planned (even if uncertain)
- **Maximum size** of each sample in 3 dimensions (estimate even if uncertain)
- **Solvent** in which the sample will **sent** and **imaged**
- Any **procedures planned at ESRF**, e.g. transfer to ethanol
- Targeted **imaging setups** or **pixel sizes**
- **Estimated return timeline** after beamtime (and if ESRF required to arrange the return transport)
- Transport method (**courier or in person**)
- **People attending** (arrival / departure dates, and guesthouse requirement)

If the maximum number or size is unknown, this must still be indicated clearly.

Failure to provide this information may affect prioritization.

<u>3 Weeks Before Beamtime</u> – expected delivery of <u>non-surgical Pathway Samples</u> Non-Surgical Pathway Samples are expected to arrive 3 weeks before beamtime . If ethanol transfer in ESRF is required, 2 additional weeks should be added. If a sample may arrive late, the ESRF team must be informed before the 3-week deadline. If there is no prior communication, a late sample will receive lowest priority, and imaging may not be possible.	<u>3 Weeks Before Beamtime</u> – expected delivery of <u>Surgical Pathway Samples</u> For surgical pathway samples: • Maximum number, organ type, and estimated arrival at ESRF must be declared 4 weeks before beamtime so that the ESRF team can adapt their planning. • If more samples than initially declared are sent, additional samples will receive lowest priority. If a different organ type is sent, it may not be accepted, since no modification of organ type is allowed without prior validation by ESRF authorities.
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