

Before your application, please note the following points:

To use Bruker Xtreme in vivo Imaging System, there are several licenses or approval documents (see No. 1-5) that PI needs to obtain before submitting forms to Animal Holding Core for approval of use.

**No. 1**

Department of Health – **Animal License**

In your animal license, you need to state “**Room 717, Lo Kwee Seong Integrated Biomedical Sciences Building, CUHK**” in your **Form 1 Animal (control of experiment) regulation** as an alternate location to operate Bruker In Vivo Xtreme Imaging System. You cannot revise your current animal license by adding this instrument in your license, the Department of Health only accepts NEW application or RENEWAL of license.

**No. 2.**

AEEC Approval

If you do animal experiments in CUHK, PI needs to get AEEC approval for your project. Therefore, if you have updated your animal license from the Department of Health, you need to write any changes in your project (AEEC number) submit together with your Animal license to AEEC Secretariat. They will revise your form and make approval of your project.

**No. 3**

You need to apply Radiation Permit from Mr. Yip of CUHK Safety Office (contacts below) for using IRRADIATING APPARATUS in SBS. PI needs to fill in the “Health Safety & Environmental Assessment for Research Grant Applications” and “Application for Permit to use Ionising Radiation” (namely “Radiation Permit) and get the approval from CUHK Safety approval. Safety will issue a Radiation permit no. for each project.

**Mr. YIP Sung Tat (Laboratory Safety Officer (Radiation))**

**University Safety Office**

**Room G01, Lady Shaw Building**

**The Chinese University of Hong Kong**

**Shatin, N.T. Hong Kong**

**Tel: 39437865**

**Email: [styip@cuhk.edu.hk](mailto:styip@cuhk.edu.hk)**

**No. 4**

Radiation Board requires all Radiation operate person to attend an approved radiation training course “(RA) Certificate of Competence in Ionising Radiation Protection” offered by Occupational Safety & Health Council. You may check the most updated course available at the Occupational Safety & Health Council website. (<https://eform.oshc.org.hk/course/tchi/course/CourseDetail.asp?CouID=78>)

If you pass this course, Occupational Safety & Health Council will issue you a certificate, you need this certificate to apply No. 5. You may contact CUHK Safety office for a **OSH Ambassador/GCG Member number** as HK200 can be waived from the original fee.

**No. 5**

Once you have attended the radiation course, you can submit your certificate along with the necessary documents (see below) to apply “**Application for Irradiating Apparatus – not on human body**” (aka x ray operator license), details is listed below:

Radiation Board Licensing Office Tel. : 2886 1551  
3/F., Sai Wan Ho Health Centre Fax : 2834 1224  
28 Tai Hong Street, Sai Wan Ho, Hong Kong

Document(s) to be submitted:

- DH1271(S)and IA-U2 “Application for Irradiating Apparatus” (aka X ray operator license)
- Copy of your Identity Card/Document of the applicant
- 2 recent photographs of size 45 x 60(mm)
- Copy of certificate(s) of your stated qualification(s)
- Approved Animal license documented “Bruker In-vivo XTreme imaging system and Room 115 LIBSB” as irradiation apparatus and place of experiment to be performed
- Proof of study on Radiation course (No.4)

The cost for applying the X ray operator license is HKD160 per year.

It is necessary to plan your project carefully and it will take some time to get all licenses on hand. According to the Laws of Hong Kong, SBS Animal Holding Core will not allow user to use/operate Bruker Xtreme without holding appropriate licenses.