



## LAB FILMING AND PHOTOGRAPHY POLICY

### Purpose

The University of Saskatchewan (USask) Health Sciences regularly receives requests from internal units and the media to film or photograph labs within the Health Sciences Building. This policy is primarily intended to ensure that all lab safety protocols are followed where necessary.

This document also provides information to help people determine who should be consulted to secure the necessary permissions and apply any related safety protocols in various lab spaces throughout the Health Sciences Building.

### First points of contact

#### *USask faculty/staff*

If you are a university faculty member or employee, please contact your college or school's communications department to help facilitate your request. If you do not have communications support, please contact the USask Health Sciences office for assistance.

#### *USask communications staff*

University of Saskatchewan communications employees are requested to contact the USask Health Sciences office to provide advance notice of any intent to film or photograph labs in the D-Wing or B-Wing of the Health Sciences Building.

Once notice has been given, the USask communications person will be directed to contact the person(s) responsible for the lab they wish to use.

For labs outside of the D- and B-Wings, communications employees should coordinate permissions and protocols with the lab manager/leader identified for that particular area.

*NOTE: It is strongly encouraged to provide notice of any filming or photography to the USask communicator affiliated with the lab you are requesting (e.g., if a College of Medicine communicator coordinates a shoot in a pharmacy student lab, please advise the College of Pharmacy and Nutrition communicator as a courtesy).*

If the footage and/or photos captured would be of interest to other USask units, please consider sharing them—and any links to media coverage and/or finished products—with the USask Health Sciences and University Relations.

#### *Media*

General requests from the media may be directed to the USask Health Sciences office.

### Securing permissions for Health Sciences B- and D-Wing labs

Labs located in the D-Wing of the USask Health Sciences Building are managed by Health Sciences lab managers. These lab managers will be able to confirm availability and access. They can also help ensure that all photographers/media personnel adhere to the safety protocols required of all people entering these spaces.

Generally speaking, lab coats must be worn by *anyone* entering the B- and D-Wing labs *regardless of whether or not they will appear on camera*. Other labs may have similar protocols.

The following people are responsible for managing labs in the Health Sciences D-Wing and B-Wing:

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| Chris O'Grady, MSc<br><a href="mailto:chris.ogradey@usask.ca">chris.ogradey@usask.ca</a> / (306) 321-7499       | <b>Ground Floor D-Wing Research Labs</b><br><b>1<sup>st</sup> Floor B-Wing Research Labs</b><br><b>6<sup>th</sup> Floor D-Wing Research Labs</b> |
| Heather Neufeld, MSc<br><a href="mailto:heather.neufeld@usask.ca">heather.neufeld@usask.ca</a> / (306) 491-8885 | <b>2<sup>nd</sup> Floor B &amp; D-Wing Research Labs</b>   |
| Angela Seto, MSc<br><a href="mailto:angela.seto@usask.ca">angela.seto@usask.ca</a> / (306) 966-6541             | <b>3<sup>rd</sup> Floor 3D40 D-Wing Research Lab</b>   |
| Vicki Keeler, BSc<br><a href="mailto:vicki.keeler@usask.ca">vicki.keeler@usask.ca</a> / (306) 222-3475          | <b>3<sup>rd</sup> Floor 3D10 D-Wing Research Lab</b><br><b>3<sup>rd</sup> Floor B330 B-Wing Research Lab</b>                                     |
| Mark Boyd, BSc<br><a href="mailto:mark.boyd@usask.ca">mark.boyd@usask.ca</a> / (306) 370-1296                   | <b>4<sup>th</sup> Floor D-Wing Research Labs</b>   |
| Michele Moroz<br><a href="mailto:michele.moroz@usask.ca">michele.moroz@usask.ca</a>                             | <b>Health Sciences Building and Collaborative Science Research Building (CSRB) Vivariums</b>   |

### Securing permissions for Health Sciences labs managed by other USask units

Additional labs and student spaces in the Health Sciences Building are managed by the people listed below:

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| Jane Cassidy<br><a href="mailto:j.cassidy@usask.ca">j.cassidy@usask.ca</a><br>Donna Michasiw<br><a href="mailto:djm260@mail.usask.ca">djm260@mail.usask.ca</a> | <b>Apotex Lab (Pharmacy Student Lab), 2130, E-Wing</b>                 |
| Contact Biomedical Sciences General Office for appropriate contact(s)  | <b>Biomedical Student Teaching Labs: B104, B109A, B204, B207, 2B57</b> |
| Cathy Langdon<br><a href="mailto:cathy.langdon@usask.ca">cathy.langdon@usask.ca</a>  | <b>Nutrition Student Teaching Lab 2B64</b>                             |

**NOTE:** For questions involving photography/filming of research animals in the Health Sciences building, please contact Michele Moroz: [michele.moroz@usask.ca](mailto:michele.moroz@usask.ca)