

Cell lines can be developed in-house, acquired from other laboratories or purchased from a cell bank. Whatever the source, it is essential to ensure that the cells are authenticated and free from contamination such as mycoplasma. This document describes which procedures to follow when importing a cell line into the MPI-CBG.

## Import of new cell line

Cell line should be **acquired from a reliable source and must be authenticated** to avoid misidentification. Make sure that the cell line has a **documented provenance** before importing a cell line: Only authenticated stocks should be distributed. Authenticated cells should be banked for future use and cultures replaced regularly from frozen stock.

At the MPI-CBG newly imported cell lines have to be cultured under quarantine conditions. Follow the procedure described below:

1. **Fill in the form “ cell import”** and inform eugster@mpi-cbg.de when you would like to import a cell line or need help to do so. The quarantine hood for stem cells is located in **room 225A 2S** on the left side of the room. For culturing continuous cell lines (cancer cell lines) use the hood on the right side in 225A 2S but check first with eugster@mpi-cbg whether and when to use it as this hood is also reserved for BLS-2 projects.
2. Make sure that have your cell line is **free of microbial contaminants**. We recommend to culture without antibiotics. In addition, the culture and supernatant should be tested for bacteria and fungi by inoculation.
3. A **mycoplasma check** is obligatory when importing a new cell line. Please provide 500 ul of supernatant of a 3 day old culture.
4. In order to work under BLS-1 conditions human cell lines must be tested **negative for HBV, HCV and HIV**. This might already have been done by the cell line provider. Check the certificate of analysis to see which tests are missing.

Please, note that work in the quarantine has to be conducted under **BLS-2 regulation**. Solid and liquid waste has to be discarded accordingly. Please read the document for BLS-2 working regulations provided by the safety office. Don't hesitate to ask if anything is unclear or if you need help with equipment such as the autoclave. We are happy to help you with the waste disposal or any other issues.