

## Processing Item Information Sheet (PIIS)

### “Dual DNA/RNA Extraction from Frozen Tissue” 2020\_R1 Scheme

This sheet contains all the information on the **Frozen Tissue Processing Item** that you should be aware of to conduct the above mentioned Scheme. **Please read carefully before performing any operation on the provided sample.**

#### Processing Item Description

- Source material: Pig liver.
- Preparation: Preparation of cores of 10-20 mg, starting from semi-liquid pig liver homogenate, using the CryoExtract®.
- Date of Preparation: June 2019.
- Testing of Biological Hazard: Not applicable.
- Biosafety level: All operations have been conducted in a BSL 2 environment.
- Homogeneity and Stability Information: Homogeneity and Stability of the Processing Item were controlled and confirmed in July 2019.

#### Instructions to Prepare the Processing Item for Extraction

- Any storage requirement between receipt and processing date: Store at **-80°C**. DNA and RNA extraction should be performed within 1 week of receipt.

#### Particular Handling/Safety Requirements

- Potential risks of Processing Item: Exempt of infectious risk.
- Individual protection equipment required: Standard laboratory equipment (laboratory coat, gloves).
- In case of puncture or cuts: Abundantly wash with water and then disinfect during 10 minutes.
- In case of projection in the eye: Abundantly wash with water or physiologic serum during 5 minutes.
- In case of projection on the mucous membranes and skin: Wash with water.
- Measures to take in case of accidental dispersion: Pulverise disinfectant and clean the concerned surface.
- Waste elimination procedures: Waste generated by healthcare activities, to eliminate in incinerable plastic containers.

## Scheme Specifications

- Please extract **Genomic DNA** and **RNA** from the Processing Item following your **usual routine Dual DNA/RNA extraction method**.
- You will be asked to report information under the following scheme: **Dual DNA/RNA Extraction from Frozen Tissue**.
- Please be ready to enter the following information:
  - Homogenisation method (Equipment-based, Manual), Type of equipment, Homogenisation temperature, Settings;
  - Kit used (AllPrep DNA/RNA Mini kit – Qiagen; Quick DNA/RNA kit – Zymo; Illustra TriplePrep – GE Healthcare; NucleoSpin Tri Prep – Macherey Nagel; SurePrep RNA/DNA/protein Purification kit – ThermoFisher Scientific; GeneMatrix DNA/RNA/protein Universal Purification kit – EURx, Other);
  - Extraction method (salting out, magnetic bead-based, silica membrane-based, trizol, unsure, other);
  - Weight of core used for the extraction;
  - Use of proteinase K;
  - Use of RNase/DNase, elution buffer (elution buffer from the kit, water, TE, AE, other) and elution volume (µl) for each nucleic acid extracted

## What to Submit

- Once you have extracted DNA and RNA from the frozen tissue (according to your extraction method), you pipet all the extracted DNA in one of the two provided labelled Matrix 0.5 ml, and all the extracted RNA in the second labelled Matrix 0.5 ml. The tubes are already labelled with your Laboratory Number and the name of the Scheme (DUAFRT20), and the aliquot type (DNA or RNA). **Make sure to properly close the tubes to avoid evaporation.**
- As soon as extracted, the DNA and RNA tubes must **immediately** be shipped to the following address:
 

IBBL, PT Programme  
Biorepository  
1 Rue Louis Rech  
L-3555 Dudelange  
LUXEMBOURG
- For the shipment, use at least a **padded envelope** and send your aliquots back to IBBL by **registered mail** or using the **courier** of your choice.
- Please note that IBBL cannot receive your samples on Saturdays and Sundays.
- Your data must be submitted online on the PT website <http://biospecimenpt.ibbl.lu/> using the login information (Laboratory Number and Password) provided to you via email after the registration to the “Dual DNA/RNA Extraction from Frozen Tissue” Scheme.
- Please complete the questionnaire as accurately as possible, adding any relevant detail and comment in the appropriate section.

## Timelines

<i>Shipment of the extracted DNA to IBBL</i>	<i>Data Submission</i>	<i>Data analysis &amp; Report preparation</i>	<i>Reports available</i>
<b>Immediately</b> after extraction <b>Before</b> 20 NOV 2020	20 NOV 2020, <u>latest</u>	23 NOV 2020– 22 JAN 2021	26 FEB 2021

In case of doubts in the completion phase, please contact IBBL at [ISBERPT@ibbl.lu](mailto:ISBERPT@ibbl.lu)