

## **GUIDELINES FOR THE USE OF ANATOMICAL MODELS AT CIB**

Anatomical models are a unique and valuable teaching resource. Please use them responsibly and with care.

### **1. Who can use the models and where?**

- a) The models may be used by students and employees of UMED who hold a valid library account.
- b) The models are available for use on-site only, at the designated tables in the **Information Desk** area.
- c) It is strictly forbidden to take the models outside the library or into the quiet study rooms.

### **2. How do I borrow and return a model?**

- a) Models can be borrowed on a library account at the Information Desk.
- b) The maximum borrowing time is 3 hours per day.
- c) Before returning the model, you must show it to the librarian on duty.
- d) Models must be returned no later than **19.30** (Mon–Fri) or **13.30** (Saturday).

### **3. Safety and model care guidelines**

- a) Before you start working, check the model's condition and report any missing parts or damage to an employee.
- b) It is forbidden to write on the models, use sharp tools or carry out repairs yourself.
- c) Protect the models from moisture and damage caused by dropping.
- d) Before returning the model, reassemble all detachable parts.

### **4. Responsibility**

- a) Person on whose account the model is registered bears full financial responsibility for it.
- b) In case of damage or loss of parts, the user may be charged for the cost of repair or the purchase of a new model.

By using the models, you agree to the CIB Terms and Conditions.