

# Services from the Neo Service team

Common service	Washing facility	Goods, logistics and communication	Freezer facility	Technical service
<p>Card access</p> <p>Emptying recycling stations</p> <p>Lab/office maintenance and adjustments</p> <p>Inventory and purchasing of common products, safety equipment and gas</p> <p>Overhaul of paper copy stations and confidential containers</p> <p>Daily check of coffee machines</p>	<p>Lab ware washing</p> <p>Autoclavation</p> <p>Lab coats</p>	<p>Goods receiving, in-house deliveries and post</p> <p>Lab equipment and furniture placement</p> <p>Overhaul of meeting rooms</p> <p>House introduction</p> <p>Management of questions regarding:</p> <ul style="list-style-type: none"><li>•Coffee machines</li><li>•Convini-store</li><li>•Cleaning</li><li>•Lab waste</li></ul> <p>Management of questions addressed to Hemsö/COOR</p>	<p>Technical support</p> <p>Alarm system</p> <p>Safety courses</p> <p>Preventive maintenance</p>	<p>Monitoring, troubleshooting and repair of AV equipment</p> <p>Troubleshooting, repair and annual service review of common equipment</p> <p>Service contract coordination of common equipment/services</p> <p>Filling of liquid nitrogen tanks</p> <p>Change and restocking of CO2 tubes</p>