



Photo: Liza Simonsson



Karolinska
Institutet

NEO breakfast meeting

Petter Höglund

*Chair Neo steering group and Head of MedH
2025-11-19*

Welcome!

Agenda

- Report from the chair of the Neo Steering group, Petter Höglund
- Information from the Neo work environment coordinator, Vanessa Lundin
- Information from the Neo manager, Elisabeth Raschperger
- Research in ten minutes, Eduardo Illueca, Clintec
- Q&A

Information from the the chair of the Neo Steering group

Petter Höglund

Only two things for today

1. RIKI – a new KI organisation for infrastructures and core facilities.
2. Time to elect new members of our collegial decision-making bodies at KI.

RIKI – Research Infrastructure Karolinska Institutet

- Purpose:
 - To create a coordinated, professional and sustainable organisation for research infrastructure at KI
 - Pooling resources and expertise will make it easier for researchers to access advanced technologies.
- Organization
 - RIKI will be led by an infrastructure director with responsibility for development, resource allocation and coordination of KI's research infrastructure
 - The director is supported by an advisory group
- Structure
 - Operational platforms (such as Comparative Medicine and core facilities) with their own management structures.
 - Faculty influence is ensured through advisory groups linked to both RIKI's management and the constituent operations.
- Funding
 - Government grants, external contributions and user fees. The Infrastructure Board continues to play a central role in funding the activities and the faculty's influence.

Decision taken by KI president on September 26, 2025

RIKI – Implementation

January 2026: Integration begins

Comparative Medicine, KI Biobank and radiation bunkers at Campus Solna are brought together within RIKI. Infrastructure Director and advisory group are appointed. RIKI's operational support and IT structure are developed in collaboration with Professional Services (GVS).

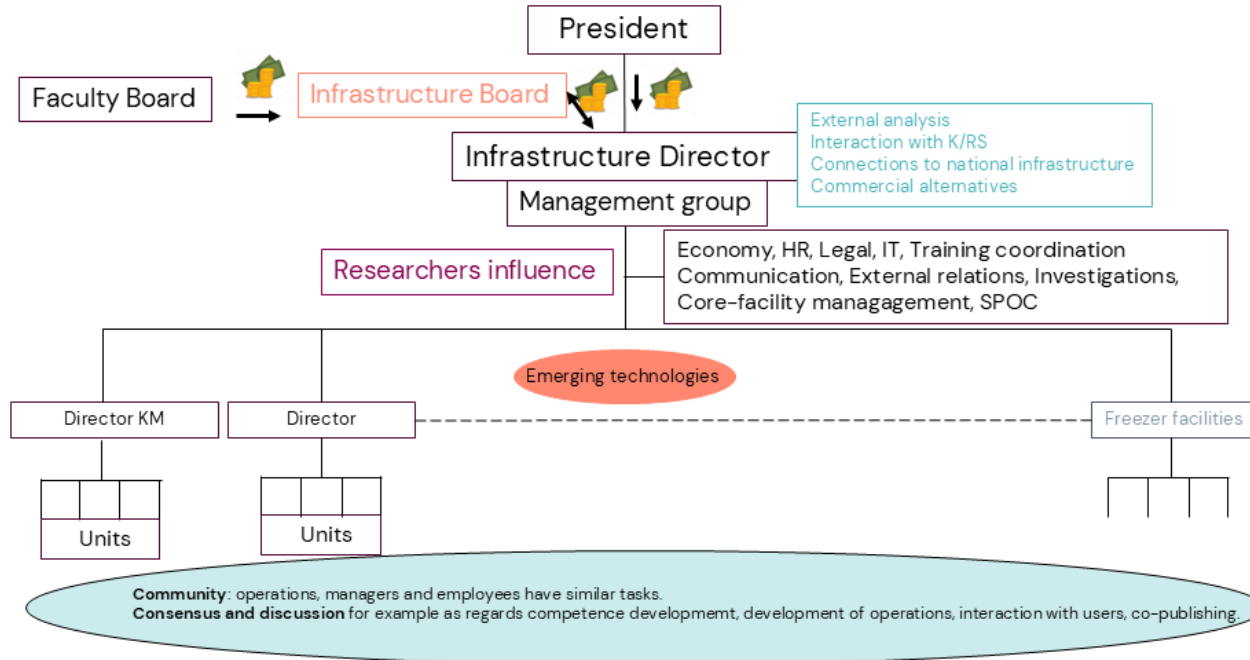
Autumn 2026: Expansion begins

Additional **core facilities** and **freezer facilities** are integrated into RIKI after dialogue with the departments concerned. Expansion of management, advisory and support functions within RIKI.

July 2027: Integration complete

The expansion of RIKI, including management, advisory and support functions, is expected to be completed in mid-2027.

RIKI – Organization



Big change hopefully to the benefit of our infrastrucutres in Neo – but questions remain...

- What will the relationship between RIKI and the host departments look like?
- How will RIKI deal with researchers active as CF leaders, employed by the host department?
- How will the influence of researchers and user be secured for discussion on CF development?
- *At MedH, a meeting is scheduled between the prefect and our CF leaders in Neo on December 3, to discuss these and other questions. Talk to your CF point of contact to provide input.*

Help to decide KI's future – nominate candidates for the position of dean by 7 December

- KI's staff and students can now nominate candidates for the positions of dean and deputy dean of KI's three committees (KU, KF, KF).
- The term of office is from 1 July 2026 to 31 December 2029.
- The elections are digital and advisory only.
- The final decisions are taken by the president.



Foto: Liza Simonsson

How to submit your nominations

Send your nominations to registrator@ki.se, stating the reference number for each position.

Nomination period: 17 November to 7 December.

Who can nominate? All staff and students at KI are welcome to submit their nominations. **Important:** Make sure to ask your nominees before submitting your nomination.

More details are available on the Staff Portal:



Information from the Neo work environment coordinator

Vanessa Lundin

Kind reminders about our safety

- **Self-monitoring of fire safety installations** (Egenkontroll av brandskydd)
- **Fire safety training:** staff.ki.se/tools-and-support/safety-and-security/if-something-happens/fire-safety

Fire safety training

It is important that you feel safe on campus and at your workplace. Knowing what to do in the event of a fire alarm and how to deal with a fire at your workplace is an important part of this, as is knowing how to prevent fires within the context of your work.

Karolinska Institutet offers all employees fire safety training, that includes both theoretical and practical content. The fire safety training is mandatory for all KI staff and must be undertaken within 6 months from employment, and then repeated every 4th years. The Fire safety training is centrally organized and financed by KI's Safety and security unit.

To be able to provide adequate training opportunities according to KI's needs, a supplier of fire safety training has been procured.

You are responsible for your own booking/cancellation of the course date for "Basic Fire Education", paid by the Environment and Security Unit. [Link to book course Basic Fire Education](#) ↗.

The screenshot shows a web application for booking fire safety training. It has two main sections: 'Kursbokning' (Course booking) and 'Deltagarregister' (Participant register). Under 'Kursbokning', there are links to 'Boka Grundläggande brandutbildning Solna', 'Boka Grundläggande brandutbildning Flemingsberg', and 'Boka Utbildningar i KLARA'. Under 'Deltagarregister', there is a 'Rapport kursdeltagande' section with instructions to fill out a form for reporting participation. Below this is a search bar to find participants by name or specific tasks, with fields for 'Förnamn', 'Efternamn', and 'Närmaste chef'. There is also a 'Tidsperiod' (Time period) selector with a calendar view showing dates from 2025-01-01 to 2025-11-19, and a 'Välj organisationsdel' (Select organizational unit) dropdown at the bottom.

Brandsäkerhet Flemingsberg			
Grundläggande brandutbildning Flemingsberg			
Information:	Detta är en obligatorisk grundutbildning som all personal på KI ska Utbildningen innehåller bland annat		
	<ul style="list-style-type: none">- Brands uppkomst, förlopp och spridning- Brandrisker- Förebyggande brandskydd- Ågerande vid brand-/utrymningslarm- Praktiska släckövningar med brandsläkare och brandfilt		
	Kurslängden är 3 timmar.		
Ledare:	Falck Academy [Logga in]		
Plats:	Konferensrum S317 eller S401, Alfred Nobels väg 23. OBS, kontr		
	Avboka kursplats		
Tider:	Datum	Tid	Sista anmälningsdatu
	November		
	2025-11-20 - 20251120	0830 - 1130	20251119
	2025-11-27 - 20251127	0830 - 1130	20251126
	December		
	2025-12-04 - 20251204	0830 - 1130	20251203
	2025-12-11 - 20251211	0830 - 1130	20251210

Kind reminders about our safety

- **Report incidents in the IA system** – Hazards, Near-Misses, Incidents, Accidents
staff.ki.se/your-employment/occupational-safety-and-health/reporting-incidents
- If you get locked inside the cell culture room,
press the emergency opening button
- Questions, comments, concerns?
✉ workenvironment-neo@ki.se



Information from the Neo manager

Elisabeth Raschperger

Contact information in case of emergency or house related problems

Emergency Situations

- SOS Alarm: 112
- KI South Security Guard: 08-524 860 60

Neo House – Operating Problems

For any issues related to power, reserve power, ventilation, gas, compressed air, cooling, water, etc., please contact:

- During normal working hours: Neo Service Team
- After normal working hours, weekends, and holidays: COOR/Hemsö on-call staff at 0771-777 111

Contact information in case of operational problems in the Neo Freezer facility, floor 3, 6

Ultra-Freezers and Isothermal Tanks

- KI security guard will monitor all ultra-freezers and isothermal tanks four times a day during Christmas and New Year holidays (Dec 21 – Jan 7)

Contact information:

- Neo Freezer hotel during normal working hours: Neo Service team
- Neo Freezer hotel outside normal working hours:
Freezer facility on call: 070-215 82 91
COOR/Hemsö: 0771-777 111

Information for Neo staff during the holidays

The Service Team reception (floor 8) will be staffed on the following dates:

- Monday and Tuesday, December 22 and 23
- Monday and Tuesday, December 29 and 30
- Monday, January 5
- Wednesday until Friday, January 7, 8 and 9

During the above mention period, all temperature sensitive packages will be kept in the cold room, floor 8

The Service team is **not on call** after normal working hours, on weekends, or during holidays.

Neo service team

Anders Lindholm, Dawud Nantor and Johan Dethlefsen – Room 8620, floor 8

serviceteam-neo@ki.se

Dynamics, case management system

Examples of cases:

- request for card authorization/access to Neo
- error report of office/lab/common areas
- matters regarding office/lab equipment and furnishing
- service and maintenance of AV and lab equipment
- cleaning and waste

Note: do not CC anyone when placing a case.

Communication in Neo

E-mail addresses

- Neo_All@ki.se – all staff in Neo
- steeringgroup-neo@ki.se
- serviceteam-neo@ki.se
- draftingcommittee-neo@ki.se
- workenvironment-neo@ki.se

Anonymous post box

Neo webb – staff.ki.se/neo

Neo Pub

Event in Neo's lunchroom, three to four times per semester

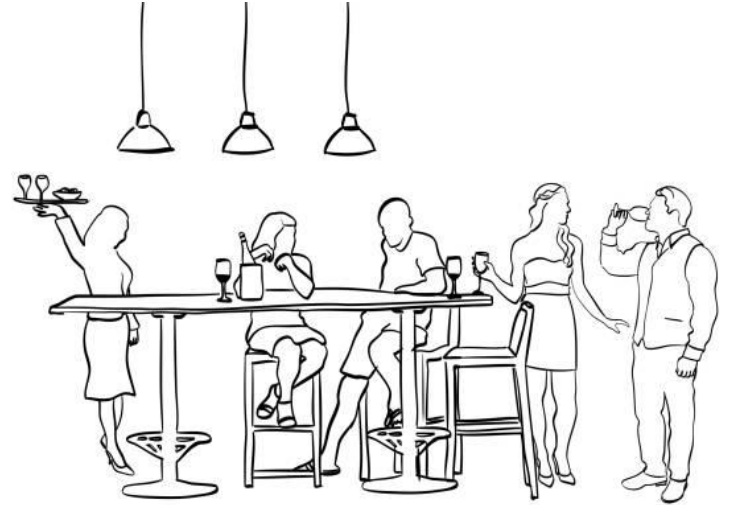
Invite ANA Futura

What to do:

- Help out with purchasing snacks and drinks
- Getting everything set up for each pub night
- Have a lot of fun!
- Closing down the pub and tidying up afterward

Volunteers from MedH-GUT, MedH-CeRM and NVS

Please sign up from CLINTEC, MedH-ICCA and MedH-HERM!





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