LUXEMBOURG INSTITUTE OF HEALTH | INTEGRATED BIOBANK OF LUXEMBOURG IBBL

Processing Item Information Sheet (PIIS)

"Viable PBMC Isolation" Scheme [PBMC26]

This sheet contains all the instructions that you should be aware of to conduct the above mentioned Scheme. **Please read carefully before performing any operation.**

Processing Instructions

- Schedule and proceed to a blood draw from a healthy donor, under a protocol approved by a relevant authorization body. The healthy donor must sign an informed consent form before giving blood.
- Use the blood tube of your choice. Any anti-coagulant is permitted. **Only 1 blood tube is collected**.
- Proceed to the PBMC isolation following your **usual routine PBMC extraction method.**
- Measure the viability (%) of the PBMC isolated and count the viable PBMC isolated (cells/ml).
- Prepare up to 5 aliquots of PBMC.
- Proceed to the freezing of the PBMC following your **usual routine method**.

Scheme Specifications

- Please extract **Viable PBMC** following your **usual routine PBMC extraction method**.
- Please be ready to enter the following information:
    - Blood draw information: date and time, anticoagulant, blood volume (ml).
    - PBMC isolation information: Time at start of processing, Type of extraction (Manual, Automatic), Extraction method (density gradient separation (Ficoll, Ficoll-Paque, LymphoPrep), cell preparation tube (CPT), SepMate, Leucoprep, Other), Initial centrifugation speed (g), Initial centrifugation duration (min), Brake (On, Off), Washing medium (HBSS, DPBS, Other), Washing centrifugation speed (g), Washing centrifugation duration (min), Brake (On, Off), Number of washing steps, Suspension medium (RPMI, DPBS, Other), Suspension medium volume (ml), Time at end of processing.
    - PBMC Viability: Method used (Trypan Blue, Flow Cytometry, Impedance, Other), Type of instrument, Viability (%).
    - PBMC Concentration: Type of instrument, Total PBMC (cells/ml), Viable PBMC (cells/ml)
    - Cryopreservation conditions: Cryopreservation medium (Homemade, Commercial), Cryopreservation method (Mr Frosty, Progressive Rate Freezer, Other), Time at start of freezing, Storage temperature before shipment, Number of PBMC aliquots sent to IBBL.
- Please complete the questionnaire as accurately as possible, adding any relevant detail and comment in the appropriate section.

What to Submit

- Once you have extracted **PBMC** from the blood (according to your extraction method), prepare aliquots (1 mL each) of PBMC and freeze them following your routine procedure. Please use your usual tubes to aliquot the PBMC and stick the labels provided with your Laboratory Number, the name of the Scheme (PBMC26R1) and the aliquot number (1 to 5) on each tube.
- All the PBMC aliquots must be shipped **on dry ice** to the following address:

  IBBL, PT Programme
  Biorepository – Laura GEORGES - First Floor
  1B Rue Louis Rech
  L-3555 Dudelange
  LUXEMBOURG
  Phone: +352 26970-521
  Email: biorepository@ibbl.lu

- Please refer to the "Shipment Instructions" for detailed information.
- Your data must be submitted online to the PT website http://biospecimenpt.ibbl.lu/ by employing the login credentials (User email and Password) used to create your account on the aforementioned PT platform.
- Please complete the questionnaire of the PBMC26R1 PT scheme as accurately as possible, adding any relevant detail and comment in the appropriate section. Please note that any data that could impact group assignment and alter the final evaluation even slightly, cannot be modified after data entry has been closed as ISO/IEC 17043 considers correct identification of methods and results as part of the participant's competence assessment.

Timelines

Shipment of the extracted PBMC to IBBL	***Data Submission***	***Data analysis & Report preparation***	***Reports available***
Before 10 NOV 2026	17 NOV 2026, **latest**	20 NOV 2026 – 31 JAN 2027	March 2027

In case of doubts in the completion phase, please contact LIH/IBBL at IBBLPT@lih.lu