

Training Policy for XPS

Policy:

Training on XPS is restricted for controlled usage of the system. Users can go through the operator for getting their processes done.

Training & Authorization Policy:

1. Send a training request using the link given below:
http://www.cen.iitb.ac.in/equipment_usage/index.php
2. Once approved, go through the system specifications/documents to know the system capabilities
3. There will be three sessions for observing users handling the system
4. Student should attend 5 complete runs with an AU/SO and operator
5. To complete authorization, the student must clear
 - (a) a short quiz on the system theory + safety + contamination issues
 - (b) 1 independent run in presence of SO and operator

Violation Policy:

1. SOP violation leading to system down-time: AU must initiate, drive and complete system repair within prescribed time. Additionally, AU must perform 1 complete run before SO before resuming independent runs.
2. SOP violation regards system/safety checks: Loss of authorization depending on degree of violation.

Policy for using XPS system

1. For Surface scan, maximum of 10 samples (1cm x 1cm) will be allowed per run.
2. For Depth Profile, only 2 samples will be allowed per month for each user.
3. For Angle Profile, only 4 samples (1cm x 1cm) will be allowed per month for each user.
4. For UPS and Angle-resolved UPS, only 3 samples (1cm x 1cm) will be allowed per month for each user.
5. For every 'Equipment Usage Request', user will be informed 2-3 days prior his/her slot. Samples should be prepared accordingly.