

# Training Policy for HRXRD

## Policy

\*Due to the current Covid situation, the usage time of XRD has been extended until **10 pm (i.e., 8.30 am-10 pm), including weekends.**

(Usage of XRD is restricted only during working hours, i.e., **8.30 am-6.30 pm**. No measurement should be done during weekends/holidays. Prior permission is absolutely necessary for any measurement to be done outside the working hour.) **Not applicable now.**

Entry to the logbook available on the desk is compulsory, in addition to online entry after every measurement. It would be considered a violation if not entered.

Training on HRXRD is restricted for controlled usage of the system. One person per group is allowed to get training on the equipment.

## Training & Authorization Policy:

1. Send a training request using the link given below:  
[http://www.cen.iitb.ac.in/equipment\\_usage/index.php](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 five sessions for observing users handling the system
4. Student should attend 5 complete runs with an AU/SO and operator
5. To complete the authorization, the student must clear
  - (a) a short quiz on the system theory + safety + contamination issues
  - (b) 1 independent run in the presence of SO and operator

## Violation Policy:

1. SOP violation leading to system downtime:  
AU must initiate, drive, and complete system repair within the 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 the degree of violation.