APPLICATION FOR INSTRUCTIONAL INSTRUMENTATION LAB ACCESS

Instrument	*ID Code*	Date Authorized	Usage Fee	Location	Charge Code
Atomic Absorption Spectrometer Varian Mod. 220FS (AAS) Flame	IIL-3036-AAS29			3036	
Atomic Absorption Spectrometer Varian Mod. 220FS (AAS) Furnace	IIL-3036-AAS29			3036	
Differential Scanning Calorimeter Perkin-Elmer Pyris 7 (DSC 7)	IIL-3036-DSC28			3036	
Differential Scanning Calorimeter sub-ambient using liquid nitrogen	IIL-3036-DSC28			3036	
FT/Raman Varian (BioRad) FTS-60A/896 (FT-Raman)	IIL-4012-RMN21			4012	
CHI 422 Dual Working Electrode Computer Controlled Potentiostat	IIL-3036-EC23			3036	
Fourier Transform Infrared Spectrometer Nicolet 6700 (FTIR)	IIL-3036-FTIR27			3036	
GC Hewlett-Packard Model 5890 Series II (GC-ECD)	IIL-3036-GC32			3036	
GC Hewlett-Packard Model 5890 Series II (GC-FID)	IIL-3036-GC32			3036	
GC/MSD System Hewlett-Packard Model 6890 (GCMSD)	IIL-3036-GCMS30			3036	
Luminescence Spectrometer QM-3 Photon Tech. Int. (Fluorimeter)	IIL-3024-FL10			3024	
Shimadzu VP Series HPLC with Diode Array Detection (HPLC)	IIL-3028-LC04/05			3028	
Ion Chromatograph Dionex Model DX500 conductivity (IC)	IIL-3028-IC08			3028	
Ion Chromatograph Dionex Model DX500 electrochemical (IC)	IIL-3028-IC09			3028	
LCMSD Liquid Chromatograph Mass Detection (LCMS)	IIL-3036-LCMS31			3036	
Nanoscope II Scanning Probe Microscope (AFM)	IIL-3023-AFM33			3023	
Diode Array Spectrophotometer Cary Model 50 (UV-Vis)	IIL-3024-UV11			3024	
Diode Array Spectrophotometer Cary Model 100 (UV-Vis)	IIL-3024-UV12			3024	
Hitachi L7000 HPLC with UV detection (HPLC)	IIL-3028-LC07			3028	
YSI 5700 Dissolved Oxygen Probe and meter (DO)	IIL-3036-DO			3036	
Other (Specify)					

User Name (see B. Timberlake) _____ E-mail: _____

Date: _____ Office: _____ Contact Ph: _____ Signature: _____

Research Advisor and/or Department _____

Advisers Signature _____ Door Code: _____ - _____

Upon signing you agree to abide by all rules and policies of the IIL as follows:

1. ***Combination Access:*** Users will be assigned a keycode and/or computer identification for their exclusive use. A user's access keycode or identification must not be "loaned" to anyone else. Users may obtain access by filling out an application and completing necessary training from Dr. Marc Anderson, Room 3025 Malott.

2. ***Access Responsibility:*** The access system monitors the day and time that the door is opened as well as the identity of the user. Consequently anyone who opens the door is then responsible for anyone who enters subsequently without entering a user number. Thus users should ensure the door is closed after egress. Computer access is granted via the departmental network id and in accordance with departmental IT policy. IIL computers are actively monitored and are intended as instrument interfaces and should never be used for web or email access. Server locations have been reserved for storage and transfer of data files.

3. ***Instrumentation Authorization:*** An integral part of the application process requires that the users be "checked out" on any and all instruments they intend to use by the Laboratory Director or a person authorized by the Director to train others. If an instrument appears to be malfunctioning, report this immediately to the Laboratory Director (4-3903, rm.3025), and submit a problem report form through the IIL website. Users should not try to correct problems unless they are thoroughly familiar with the instrument function and maintenance, as they may be held responsible for damage caused by improper corrective action.

4. ***User Fees:*** Users must provide charge numbers so that proper billing can be achieved based upon an hourly rate and triggered by instrument login. The hourly fee is based upon cost of ownership and is intended to reduce maintenance costs to the Chemistry Department. User fees may be mitigated by factors such as user provided consumables, equipment donations, departmental subsidies, and reciprocal arrangements.

5. ***Lab Safety:*** Chemistry department safety policies must be adhered to at all time in the laboratory. These policies can be found on the University of Kansas, Environmental, Health, and Safety website (www.ehs.ku.edu/Files/Manuals/Lab_Safety/LSMPart12000.PDF) and must be reviewed prior to using IIL facilities. Users are requested to notify the IIL director in advance if an application calls for supplemental waste containers, biological hazards, posted notifications, or other safety features are needed. Note also that the IIL is NOT an authorized animal care facility. Animal surgeries, testing, and housing need to be performed elsewhere.

Violations: Violation of the IIL user policies may result in temporary or permanent suspension of IIL access. In addition the user may be subject to disciplinary action as defined in the acceptable use policies of the Electronic Informational Resources and / or the Code of Students Rights.

Form Revised Nov 26, 2007