

## **Usage Policy for Ultra 55 Field Emission Scanning Electron Microscope (FESEM)**

1. Users can use the tool for maximum 3 hrs. per week.
2. Once the slot is booked and approved, it will not be cancelled.
3. If the slot is cancelled without prior intimation, user will not be able to book the slot for another three months.
4. Please fill the sample description during booking the slot. That is mandatory.
5. Minimum slot booking is for half an hour.
6. At a time only one student/staff can come during the slot duration.