Manager: Alan Bleier  
Backup: John Treichler  
Backup: Daron Westly  
Work Phone: 254-4931  
Work Phone: 254-4949  
Work Phone: 254-4938  

Safety  
- No safety concerns during normal operation  

Process Restrictions  
Material Restrictions  
- Whole silicon wafers only - discuss pieces or other materials with managers.  
- Conductive path to ground - if substrate is insulating, talk to managers.  
- Do not load samples with unbaked resist or glue or anything that may degas.  

Parameter Restrictions  
- None  

Scheduling / Sign-up Restrictions  
- Please put the following information in the Process field in Coral when you make the reservation: the beam current you plan to use, and the objective lens (4 or 5) you plan to use.  
- No more than 3 hour reservation between the hours of 8AM - 8PM, Monday through Friday.  
- Maximum 12 hours reserved in advance at any time per person.  
- The same user, group, or company must have at least 3 hours between any 2 reservations.  
- You cannot schedule more than one week in advance.  
- Any Violations will be Deleted without Notice!  

Requirements (Do Every Time)  
- Check aperture alignment by wobble. Focus. Adjust stigmation.  
- Always leave the tool at the current and lens setting being used by the user after you by using EOSSET. Double-click his or her reservation in Coral and look in the Process field to find out what it is. Lens 4 is EOS Mode 3. Lens 5 is EOS Mode 6.  
- Always remember to leave the loader under vacuum (by pressing the "evacuation" button under "commands" in the LDR screen)  

Prohibitions (Never Do)  
- Do not change the current or aperture unless you have been trained!  
- Don’t leave airlock vented.  
- Don’t delete other users’ files.  
- Do not load samples with unbaked resist or glue or anything that may de-gas.  

Common Problems  
<table>
<thead>
<tr>
<th>Problem:</th>
<th>Root Cause:</th>
<th>Solution:</th>
</tr>
</thead>
</table>

Other Comments or Cautions  
- Call staff for problems  

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