Manager: Sam Wright
Backup: John Treichler
Backup: 254-4836
Backup: 254-4949

Safety
- Eye protection must be worn at all times.
- Hearing protection is available and suggested.
- Do not place hands inside of shield when drill is on

Process Restrictions
Material Restrictions
- Only use wafer and piece sizes compatible to chucks

Parameter Restrictions
- None

Scheduling / Sign-up Restrictions
- None

Requirements (Do Every Time)
- Use supplied coolant
- Lock the X and Y positions before drilling.
- Use a dummy wafer under the wafer being drilled.

Prohibitions (Never Do)
- Do not drill unsecured pieces.
- Do not bring drill bit into contact with wafer until drill is on.

Common Problems

<table>
<thead>
<tr>
<th>Problem:</th>
<th>Root Cause:</th>
<th>Solution:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Drill bit will not go into drill</td>
<td>Wrong collet</td>
<td>Change collet</td>
</tr>
<tr>
<td>Broken drill or wafer</td>
<td>Z axis fed too fast</td>
<td>Slower Z axis feed</td>
</tr>
</tbody>
</table>

Other Comments or Cautions

Calls to staff phones will be automatically forwarded to their cell phones during accessible hours. At other times leave a message or send them an email.