Safety
- No unusual hazards during normal operation
- No buddy system restrictions

Process Restrictions
Material Restrictions
- No Oxides of any kind
- No High vapor pressure materials (Pb, Sn, Zn, Cd, etc) (evaporants or substrates)

Parameter Restrictions

Scheduling / Sign-up Restrictions
- You may only reserve full 2 hour blocks starting on the ODD hour
- Only one 2 hour block may be reserved during weekdays (9 AM - 7 PM M-F)
- You must leave a minimum of 4 hours between your slots during off hours and weekends
- You must indicate what you are evaporating (comments section)
- FAILURE TO COMPLY WILL RESULT IN CANCELLATION

Requirements (Do Every Time)
- Press "STOP" on 485 valve control first- Then wait to hear the gate valve close - Then push "VENT"
- Monitor the e-gun beam do not leave the area
- Vacuum the system thoroughly / bell jar, E-gun & thermal hearths
- Hang up the vacuum hose
- Leave the table neat and orderly

Prohibitions (Never Do)
- No Unauthorized materials
- Do NOT use e-gun gold (large pellets) for thermal evaporation
- Do NOT use thermal gold (small pellets) in the e-gun crucible
- Do NOT place material in a crucible that does not have one

Common Problems

<table>
<thead>
<tr>
<th>Problem</th>
<th>Root Cause</th>
<th>Solution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shutter Sticks</td>
<td>Air Adjustment</td>
<td>Notify Manager</td>
</tr>
</tbody>
</table>

Other Comments or Cautions
- Do not leave the machine with a known problem without notifying Rob Ilic