Date submitted(M/D/Y): 　　 / /

**Application for I2CNER Shared Equipment**

**I2CNER共通機器利用申請書**

**【１．Personal information / 個人情報】**

|  |  |
| --- | --- |
| Division / 部門 |  |
| よみがな |  |
| Name / 氏名 |  |
| Title / 職名 |  |
| Grade / 学年\* Students are required to fill in |  |
| Group leader / ｸﾞﾙｰﾌﾟﾘｰﾀﾞｰ |  |
| Phone# / 電話番号 |  |
| E-mail |  |
| PW  |  |

**【２．Equipment you want to use / 利用希望装置】**

\* Please visit the following URL then confirm information requested below. http://i2cner.kyushu-u.ac.jp/equipment/

|  |  |  |  |
| --- | --- | --- | --- |
| EquipmentID装置ID | Equipment name装置名 | Installation site 設置場所 | Trainer(Faculty or PD / 教員or PD)\*All users are required to write trainers name regarding advanced equipment.\*Student are required to write trainers name regarding each equipment.\*Trainers are required to supervise student whom they trained. |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|   |  |  |  |

**【３．Users of XRD or XPS / XRDまたはXPS利用者】**

\*Please check ☑ after confirmation / ご確認の上☑を入れてください。

|  |  |
| --- | --- |
| **□** | I have submitted "Experiment Plan" 実験計画書提出済。 |

**【４．Agreement form / 同意書】**

\*Please check ☑ after confirmation / ご確認の上☑を入れてください。

|  |  |
| --- | --- |
| **□** | I agree with the Rules for the use of Common equipment rooms and Equipment below.私は下記I2CNER共通機器利用者規定に同意します。 |
| **Rules for the use of Common equipment rooms and Equipment****I2CNER共通機器利用者規程**1. Only I2CNER members and their students are allowed to use I2CNER common equipment.

使用はI2CNER構成員及びその指導学生に限る。1. Students can use under the supervision of I2CNER member

学生は構成員である指導教員の監督の下で使用することとする。1. Be required to make a reservation on this system before use.

使用前に、本予約システムでの予約を行うこと。1. Needs to record all required items on log book.

機器使用簿に必要事項を記載すること。1. Shows your name and emergency contact number on a whiteboard when you leave a machine.

使用者が使用中にその場を離れる際は、使用者名と緊急連絡先（携帯番号等）をホワイトボードに記入のこと.1. Please do not leave anything behind you, and clean up around the equipment.

出たゴミは必ず持ち帰り、機器の周りをきれいに清掃して退出のこと。1. Participates in concerted cleaning of shared equipment room

共通機器部屋一斉清掃に参加のこと。1. When errors are generated or consumables (gas etc) are about to run out, please let a researcher in charge know.

エラーが出た場合や、消耗品（ガス残量等）がなくなりそうになった際は、装置担当者に連絡のこと。1. When announcing a result in a publication obtained by the use of the equipment, the name of I2CNER should be mentioned as your affiliation, not as acknowledgement.I2CNER共通機器の成果を使って発表を行う際には、謝辞ではなく、所属にI2CNERの名前を入れること。
2. Required to take an "I²CNER Web Safety Training."

I²CNER Safety Trainingは必ず受けること。 |

**【５．Written approval by responsible person / 責任者承諾書】**

\*Please check ☑ after confirmation / ご確認の上☑を入れてください。

|  |  |
| --- | --- |
| **□** | I agree that user “　　　　　　　　 ”will use the I2CNER common equipment, and when there is a trouble such as breakdown due to improper operations etc.., I will take responsibility and repair it.私は使用者“　　　　　　　　　”がI2CNER共通機器を使用することを承諾し、操作ミスなどによる故障等トラブルが有った際は、責任を持って対応・修理を行います。 |
| Month/Day/Year　　年　　月　　日 | Name of responsible person / 責任者氏名 |
|  |  |