

ACCESS & TRAINING FOR THE MRC BUILDING AND CLEANROOMS

UNIVERSITY OF TEXAS AT AUSTIN STUDENTS

1) Complete the National Nanotechnology Infrastructure Network (NNIN) directory: 129.116.234.75. Click on the link NNIN-Profile and complete the document. Once you have completed the document click on the submit button at the top of the page.

2) For MER safety training, email Darren Robbins darren@mer.utexas.edu the Safety officer for available dates and times.

3) Do you have a current UT ID? If so, look on the back of the ID. Do you see a small blue "HID" in one corner of the ID? If so, you may schedule your training. If not you need to go to main campus to the FAC building, to the ID center and ask to have your ID changed to a proximity ID card. This will have to be done **prior** to the safety training.

4) UT Parking Permits are required.

OUTSIDE USERS

(Students from other University or Researchers from Companies)

1) If you already have an EID from any UT Systems component, do not get a new EID. Your current EID will be the one you use. Obtain a UT Electronic ID (EID). Go to the following link https://idmanager.its.utexas.edu/eid_self_help/. Click on the "Get a UT EID". Once you have your EID, write it down and have it available for the safety training.

2) Obtain an Affiliated Appointment. Contact Jean Toll at jean.toll@austin.utexas.edu. This will get your information into the UT Austin database and will allow you to get an ID card, parking permit, etc.

3) When your affiliated appointment is done, obtain a UT Visitor Proximity ID card. Go the FAC building on main campus, to the ID center. You must obtain your ID card in person and will be required to show a photo ID. There will be a \$10 fee for the ID card; the ID center can only accept checks.

4) UT parking permit. Parking pass are available at the Trinity Garage -main UT campus. Pay as you go permit are available for \$3/day (May 2013 price) at the Pickle Research campus.

5) Schedule site specific safety training. Email Darren Robbins darren@mer.utexas.edu the Safety Officer for available dates and times.

6) Complete the National Nanotechnology Infrastructure Network (NNIN) directory 129.116.234.75.

REMOTE USERS

Persons who have work done for them at MRC by MRC staff

1) Contact the NNIN Coordinator, Marylene Palard (marylene@mer.utexas.edu) to coordinate your project.

WHAT DOES THE MER SAFETY TRAINING INCLUDE?

The Microelectronic Engineering Research building safety training consists of:

- Completing the National Nanotechnology Infrastructure Network directory (done prior to the training class)
- Completion of after hours access form (used to gain campus access evenings, weekends & holidays)
- Completion of Access Control Request form (used to gain access to the MER building and clean rooms)
- Lecture portion with hand out
- Instructions on cleanroom tool training and qualification
- Walking tour

HOW LONG IS THE SAFETY TRAINING AND WHERE DOES IT TAKE PLACE?

- The training takes place at the University of Texas at Austin, J.J. Pickle Research campus, 10100 Burnet Road, building #160, room 1.108. Room 1.108 is the door to the left of the elevator in the main lobby.
- The training takes approximately 3.5 hours
- Late arrivals will need to reschedule
- If you are obtaining an ID card prior to the training make sure to give yourself plenty of time. The ID center is open from 8am-4pm.