

**Research Operation Plan for the
Institute of Materials Science and Engineering (IMSE) User Facilities**
Lower Level, Rudolph Hall
Update for Transition to Yellow Stage

As the campus transitions to Yellow stage, the IMSE will maintain the majority of the operation plan implemented at Orange stage, including room occupancy limits, scheduling requirements, and housekeeping expectations. We plan to implement the following updates:

- 1) Users will be instructed to email their Learn@Work training certificates and the results of their daily health screening to Beth Gartin (administrative assistant) rather than the technical staff members (Dr. Daulton and Dr. Gupta). Ms. Gartin will also assist with confirming scheduled slots.
- 2) The PPMS lab (Rudolph L27) will reopen for use by Prof. Erik Henriksen's (Physics) students. Occupancy will be limited to 1 person at a time, and users will follow the masking and housekeeping protocols established for the materials characterization labs in the original IMSE reopening document. Scheduling will be handled by Prof. Henriksen but is expected to be very light (2-3 hours approximately twice per month).
- 3) The IMSE will permit refresher training on instruments for which the user's license is nearing expiration. This training primarily involves observation by the cognizant staff member, and will be performed via video conferencing to the extent possible. In-person training/observation will be permitted only when necessary and only if the staff member maintains at least a 6 ft distance from the user and instrument console. The training session will end if these conditions cannot be met.
- 4) The IMSE will permit established users in the cleanroom (L35) to be trained on new instruments in that space, as long as the cognizant staff member (Dr. Gupta) maintains at least a 6 ft distance from the user and instrument console. The training session will end if these conditions cannot be met. Dr. Gupta will develop a training protocol front loaded with reading and videos, so that the in-person training time is limited.