TRACES Centre FTIR Protocols

1. The use of instrumentation is intended solely for the purpose of educational instruction and approved university research.
2. All new users must be trained by TRACES staff before commencing with the use of the FTIR.
3. Usage of the FTIR must be prearranged with TRACES staff and booked accordingly, for both individual student and class use.
4. The FTIR is only available to undergraduate students under the present supervision of the TRACES staff or instructors. The times of use are to be within regular course hours or under the direct and present supervision of an instructor.
5. Personal or commercial use of the FTIR is strictly forbidden.
6. The use of the FTIR for illegal or contraband purposes is strictly prohibited.
7. The replacement or exchange of various accessories (ATR, DRIFTS, 30 degree reflectance) is the sole prerogative of trained TRACES staff.
8. Under no circumstance should a user attempt to adjust or modify any aspect or accessory attached to the FTIR.
9. The FTIR's, accessories and their respective computers are the sole property of TRACES. Under NO circumstance are they to be moved or changed from their present location.
10. Passwords and usernames are not to be shared or misused.
11. Under no circumstances are untrained or non-user allowed to gain access or use the FTIR spectrometers.
11. Users must remove all chemicals and materials that were brought into the lab.
12. Users are expected to clean all the accessories and surrounding area of any chemical/material contamination. Please inform TRACES staff if the condition of the area is not clear of contaminants.
13. All users are expected to dispose of waste paper and waste chemicals in the appropriately labeled containers.
14. All users are expected to have training and follow U of T WHMIS and EH&S practices for laboratory safety and waste disposal.
15. If you are unsure of any of the preceding protocols contact Tony Adamo, tadamo@utsc.utoronto.ca, 416-287-7239.
16. Failure to observe one or more of the preceding protocols will lead to suspension of privileges and/or permanent restriction from using the instruments.