

CLEAN ROOM ACCESS POLICY

1. Material restrictions:

Materials allowed to be brought into the cleanroom include:

- Acetone, IPA, methanol, ethanol
- Photoresists and its developer
- Materials for E-beam and sputtering deposition

If you need to bring materials that are not listed above, you have to ask the permit from cleanroom manager

2. Access rules:

2.1 User

- Complete a basic clean room training course at which time your access code will be enabled on the clean room cipher locks.
- May use the clean room at any time.
- May supervise visitors.
- Have their own clean room garments and cabinet
- Are listed on the user list maintained by the Clean Room Manager.
- Users who have not used a clean room for more than 6 months will be locked out the access. Then you have to contact with cleanroom manager if you still need entry to clean room.

2.2 Visitor

- May enter the clean room under the supervision of a clean room user who is aware of and responsible for their activities.
- Are restricted from the clean room access during critical activities.
- Use visitor clean room garments.

2.3 General

- Gowning requirements apply to all times using cleanroom
- Anyone performing a non-conforming activity which might jeopardize the normal clean room function must receive advanced approval from the clean room manager.
- Compliance with established safety policy is required at all times.