Attachment 1-3:

Application Form for Use of the SEM (JEOL-JSM-IT800) in the Department of Chemical Engineering

Application Date (MM/DD/YYYY): _____

Measurement Date (MM/DD/YYYY): _____

Measurement Time: _____

Measurement Type : ☐ **SEM** ☐ **EDS** ☐ **STEM**

Samples to be Tested (Please list all elements)： _____

″Samples must be non-volatile, non-organic, non-toxic, non-magnetic, and fully solidified. Ensure all samples are clean, dry, and free of oil or corrosive residues.″ Stability check using SEM 7900 is necessary.

1. User qualification level:
   ☐ Trainee (Trainer: _____)
   ☐ Trainee under Assessment (Training completed)
   ☐ Level B Operator (SEM training certified)
   ☐ Level A Operator (Qualified after completing 10 hours of independent operation)
   ☐ No SEM Operating License – Assisted measurement (Operator: _____)
2. ☐ During the usage period, if any damage to the instrument or its components is caused by improper operation and affects subsequent users, the user shall be fully responsible for the associated compensation.
3. After use, users must record all relevant information in the Instrument Usage Logbook, including operating time, number of EDX measurements, and platinum coating counts. Users must also clean the instrument thoroughly, return all components to their original positions, and turn off the computer monitor and room lights. Any violations or improper operations are subject to warnings or suspension according to established regulations.
4. Please handle the sample stage with care to avoid accidental damage. After use, avoid over-tightening screws to prevent deformation or enlargement of the threaded holes due to repeated loosening.
5. Instrument maintenance fee (for Ch.E. users): The instrument usage fee is charged based on the user category. Ch.E. users are charged NT$300 per hour for self-operation and NT$1,530 per hour for assisted measurement.
6. If the instrument is reserved but remains unused for more than 24 hours during the reserved period, the user must notify the technician. Otherwise, the reservation will be canceled, charges will still apply, and future reservation privileges may be restricted.
7. Unauthorized movement of any instrument components is strictly prohibited. All such operations must be performed by the technician or authorized superuser. Violators will be prohibited from further use of the instrument.
8. Both self-operation and assisted measurement require the submission of a reservation form. Failure to submit the form and obtain approval from the instrument supervisor will be considered no reservation.

Current Superuser in Charge: Shuo-Wei Wang (E2-510)
Current Faculty Advisor in Charge: Wei-Hung Chiang (E2-510)

☐ I have read and agree to the above terms and undertake to comply with the Regulations on the Management of Precision Instruments and Common Equipment.

User's signature: _____

Advisor's Signature: _____

Signature and comment from Professor-in-charge of the instrument: _____

For non-Ch.E. or external applicants, the signature of the chairman of the Chemical Engineering Department: _____

Updated by Administrator Wei-Hung Chiang on 2026/10/30