**Maxwell Centre Powder Diffractometer – User Registration Form**

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| --- | --- | --- | --- |
| Name |  | CRSid |  |
| Department |   | Email address |  |
| Room number |  | Phone Number |  |
| **Additional Information required for those without card access to Physics / Maxwell Centre** |
| Mifare Card Number (available from department / college) |  | University Card expiry date |  |
|  |
| Supervisor / Line manager |  | Department  |  |
| Group |  |
| UCAM Users | Grant Code use to be charged to |  |
| Department in which grant is managed |  |
| Other Users | To be invoiced to |  |
| Signed by Supervisor / Line Manager  |  |
| Date |  |
|  |
| **New user checklist**N.B. instrument training will only be given once items 1-4 are complete. |
|  | Signed | Date |
| 1. Registered as a member / visitor in the Maxwell Centre or department of Physics |  |  |
| 2. Attended department of Physics Health and Safety Induction |  |  |
| 3. Attend Maxwell Building Induction |  |  |
| 4. Registered and authorised radiation user |  |  |
| 5. Standard training (ambient Temperature measurements)  |  |  |
| 6. User has read RA, Local Rules + training agenda and signed |  |  |
| 7. Training on low Temperature Stage |  |  |
| 8. Added to diffractometer user email list |  |  |
| 9. Added to XRD users booking calendar  |  |  |