



## **SEM/EDS Sample Testing Policy**

Due to shortage of technical manpower and very high demand of SEM/EDS analysis from inside and outside the University, following sample testing policy is implemented for the fair distribution of slots among the users of SEM:

- SEM/EDS analysis will be performed on first come basis and no priority shall be given to the applicants under any circumstances.
- All the Applicants/Users are required to bring well prepared sample for the analysis.
- To compensate all the applicants, a fair user policy is implemented that specifies that the Maximum of 05 samples per user/supervisor per month will be tested and the quota for analysis of total number of samples per Department/ Centre per month will not exceed more than 20 samples.
- No more forms for sample analysis will be accepted from any other departments/centers if the slots are already booked for next three months.
- The Centre reserves the right to accept or reject any request for the services based on the documentation, conditions needed for the job/experimentation, nature of the physical samples used and limitation on the number of projects and/or jobs running in parallel proposed by a specific user.

This applies with effect from 27<sup>th</sup> January, 2020 and issues with the approval of The Executive Director (CAEPE)

Laboratories Manager (CAEPE)