

COVID-19 Phase 1 Operations at X-Ray Crystallographic Center (XCC)

Room usage and Occupancy limits:

- Room B0112i, Powder XRD Lab – **2 persons**: 1 person on D8 and 1 on either C2 or X’Pert
- Room B0112ii, Single Crystal Lab – **1 person**: staff members only
- Room B0108A, SAXS Lab – **1 person**: unsupervised user or staff member
- Room B0108C, Office – **1 person**: Peter Zavalij only, no walk-ins or face to face meetings
- XRD & SAXS Analysis computers - remote access only, no on-site use

Powder XRD Lab specifics:

Booking & Experiments:

- XRD analysis computer may be used only remotely and only by reservation;
- Only C2 or X’Pert may be booked at the same time; D8 can be booked anytime;
- Only 1 user should be placing or removing samples on D8 or C2 instrument;
- Users can leave the lab during **long experiments** but should be back to remove samples and clean the lab before the reservation expires;
- For **overnight experiments**, samples should be removed and space cleaned first thing in the morning still during the reserved time. Alternatively arrange with the next user or TA to remove samples;

Sample preparation:

- All users must acquire and **use their own (or their group) sample holders** for D8 instrument. The sample holders for the shared use will no longer be available;
- Thus, if feasible, it is strongly recommended for all users to **prepare powder samples in their own labs**. This will save valuable instrumental time;
- It is also encouraged users to use their own tools for sample prep, if feasible;
- If powder samples for D8 instrument must be prepared directly in the XCC lab, it has to be done only in **the powder box**.

Submitting Samples (All Instruments):

- All samples including single crystals being submitted to XCC for experiment and analysis should be dropped off and picked up only in a designated area and only at the time pre-arranged with PI or TA;
- Submitted samples have to be accompanied by a sample submission form signed by the advisor or accountant; email confirmation works too.