

**Industry and External User Agreement for use
of the CCMR Shared Facilities during COVID-19**
(If you have a Cornell email or netID, instead of this form, you
may need department reactivation)

- 1) If for service work only (sample transfer by shipping or curbside pickup), you do not need to fill out this form. For the foreseeable future, all service and instrument requests must be submitted via [this Google form](#).

The following questions apply only to non-Cornell individuals operating instrumentation on Cornell property. If your company has an approved Cornell reactivation plan, instead of completing this form you can send your approved plan to ccmr-facilities@cornell.edu.

- 2) Nature of your work and/or funding agency (e.g., semiconductor, health, agriculture, NIH, DOE, NSF)

- 3) User will complete the required EHS, Return to Work Health and Safety for COVID-19 training (NetID or GuestID login is required) **before reserving instrument time(s)** and before arriving to the Cornell campus.
- 4) User agrees to all Shared Facilities policies and procedures [listed here](#). It is the user's responsibility to be aware of any changes to these policies, especially with respect to Cornell University quarantining mandates (as of 10/22/20, travel from 41 states or districts require 14-day quarantine locally).
- 5) The facility user will provide and wear their own cloth mask, and will wear at **ALL** times as described by [CCMR guidelines](#) while in the CCMR Shared Facility spaces. User agrees to follow CCMR disinfection protocols (varies by instrument, see posted instructions).
- 6) For every day on the Cornell campus, user agrees to follow the [Cornell Health Protection Procedure](#).
- 7) Please describe the COVID-19 precautions that you or your organization are taking. (e.g., PCR testing, number of close contacts, etc.)

- 8) Identify all on-campus resources outside the identified workspaces that will be required for the work (e.g., area for eating, parking lot, campus transportation, other research centers, machine shops, stockrooms). Use of such resources must be coordinated with the building guidelines or directives of those facilities.

- 9) After submitting this form to ccmr-facilities@cornell.edu, please submit your instrument request via [this Google form](#). In the Google form, describe what CCMR instruments and processes are essential for this work. Be prepared to describe in detail your order of operations and any anticipated staff assistance that may be needed (consumables, probes, targets, etc.)

I agree to all of the above policies.

Please download PDF, electronically sign and send to ccmr-facilities@cornell.edu

User Name (First, Last)

Date

____gid-_____
FOM Guest ID (can leave blank if you just applied for your FOM account)

User Signature (sign electronically using 'calligraphy icon' in Adobe)

Institution/Company