



## Guidelines for use of the Dimes Electrical Characterization Laboratory

We are very pleased with the way that users of the DimesTC-measurement room coordinate and help each other with the use of the measurement equipment. However, the load is increasing so to ensure an effective use in the future we would like to tighten the reservation procedures a little bit. Please make note of the following guidelines:

- Equipment can no longer be reserved for a whole day. The start and finish time of your prospected measurement session must be specified when you fill in the reservation book.
- If you have reserved and you don't turn up within the first hour, you loose you time slot.
- If you have equipment in use you have to be reachable, either in person or by telephone. If this is not possible you should appoint somebody else to take over the responsibility. This information should be noted together with your reservation in the reservation book.
- If you finish early with your measurement, please contact Peter Swart or other users so that there is a chance that the free measurement time can be put to good use.
- Under any circumstances it is strictly forbidden to stop other user's measurements. If you think that a measurement should be stopped, please present your problem to Peter Swart. They will decide what has to be done.
- Preferably use the manual set-ups rather than the semi-automatic set-ups whenever possible. The latter are overloaded and should be reserved for what they are good at: automatic measurements over the wafer. If you are at the stage where you don't really know what you want to measure yet, a manual set-up is much more flexible and time-effective.
- For non-standard measurements that demand changing the measurement environment (for example, because the device under test is not on a wafer or because there are no good measurement pads) you must discuss your wishes with Peter Swart first. In many cases you will be asked if it is not possible to set-up your own measurement system in the group that you come from. In some cases it will be possible to temporarily reconfigure a manual set-up for your purposes. In general, it will not be possible to use one of the semi-automatic set-ups because reconfiguring almost always means very time-consuming and many broken needles. This is just too expensive. In difficult cases Lis Nanver will also be consulted.
- If a measurement system is defective, report it to Peter Swart. This also goes for broken probe-needles.

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