



**PONDICHERRY UNIVERSITY  
CENTRAL INSTRUMENTATION FACILITY**

**Sample Analysis Requisition Format  
High Resolution Transmission Electron Microscope (HRTEM)**

<b>Department Name</b>		<b>User Name</b>	
<b>Name of the Institution</b>		<b>User Email</b>	
<b>Name of the Guide</b>		<b>User Mobile No</b>	

No. of Samples (Note: Maximum Four samples are permitted for a user at a time )			
Sample Description along with sample code	1)	2)	
	3)	4)	
Morphology & size expected			
Sample is	Magnetic <input type="checkbox"/>	Nonmagnetic <input type="checkbox"/>	Biological <input type="checkbox"/>
Nature of Sample	Powder <input type="checkbox"/>	Film <input type="checkbox"/>	Disc <input type="checkbox"/>
<p>1. If sample is powder, Powder sample has to be dispersed in the solvent and after ultrasonication, it will be loaded/drop casted on the TEM grid. The grid has to be dried under IR lamp. The representative TEM Images will be taken for that sample.</p> <p>a) Medium for dispersion : Ethanol <input type="checkbox"/>      Methanol <input type="checkbox"/>      Water <input type="checkbox"/>      Iso-propyl alcohol <input type="checkbox"/> If other than the above mentioned solvent then please mention :</p> <p>Please specify for any other procedure:</p> <p>2. Sample other than Powder should be prepared by the user. (Ultra-microtomy, Ion Milling, polishing etc.)</p>			

**Approval by Guide & HOD of User department**

	<b>Guide</b>	<b>HOD</b>
Signature		
Official Stamp		

(Continued .... 2/-)

: 2 :

**Usage Charges :**

A. Internal Users (Pondicherry University) : Rs.1000/- Per hour / sample (excluding grid) .

**Grid charges :**

1. Formvar / Carbon, 300 mesh, Copper : Rs. 300/-
2. Formvar / Carbon, 200 mesh, Copper : Rs. 250/-
3. PELCO Hexagonal grid, 360 mesh, Copper : Rs. 100/-

B. External Users (College/ University) : Rs. 3,500/- per hour/ sample (including grid)

C. External Users (Industry) : Rs.10,000/- per hour/ sample (including grid)

**Usage Charge Payment Details**

1. Details of grid required :
2. Amount deposited in bank : Rs. .... /- ( Rupees .....)
3. Details of Bank transaction Slip :

**User Acknowledgement:** Data received in CD - It is agreed that the content of this report is meant for our information only and we will not use the content of this report for advertisement, evidence, litigation or quote as certificate to third party.

**Signature of the User :**

**FOR CIF USE**

Requisition Format S. No.	Date of receipt in HR TEM Lab.	Scheduled date of Analysis	Analysis Completed on

OPERATOR COMMENTS :

Details of Payment verified,  
Entered in Log book S. No. :

Signature of the Operator :

**Important Instructions to Users**

- a) Magnetic samples or samples which are not high vacuum compatible cannot be analyzed by HRTEM.
- b) Slot will be given as per queue at the time of submitting requisition format.
- c) Please bring the basic analysis details of the sample like XRD, SEM etc.
- d) Please provide a new CD for collecting your data. Memory stick not accepted due to VIRUS problems.
- e) Kindly send the publication reference (Journal name/volume number/names of the authors / date of issue of the publication etc)., to Central Instrumentation Facility, Pondicherry University for reference & records. Details can be sent through e-mail to [cif.ponuni@gmail.com](mailto:cif.ponuni@gmail.com).

**Contact details**

For booking slots : HRTEM Lab. Staff : Mr. Abinash Parida / Mr. R. Elumalai  
For clarifications : Dr P. Thangadurai (Centre for Nano Science & Technology) or  
Dr. A. Murali (Centre for Bio-informatics)