

# Access and Pricing Policy

Effective Date: 01 September 2011

The purpose of this document is to provide guidance and pricing information for accessing the Melbourne Centre for Nanofabrication central facility (hereafter referred to as the MCN).

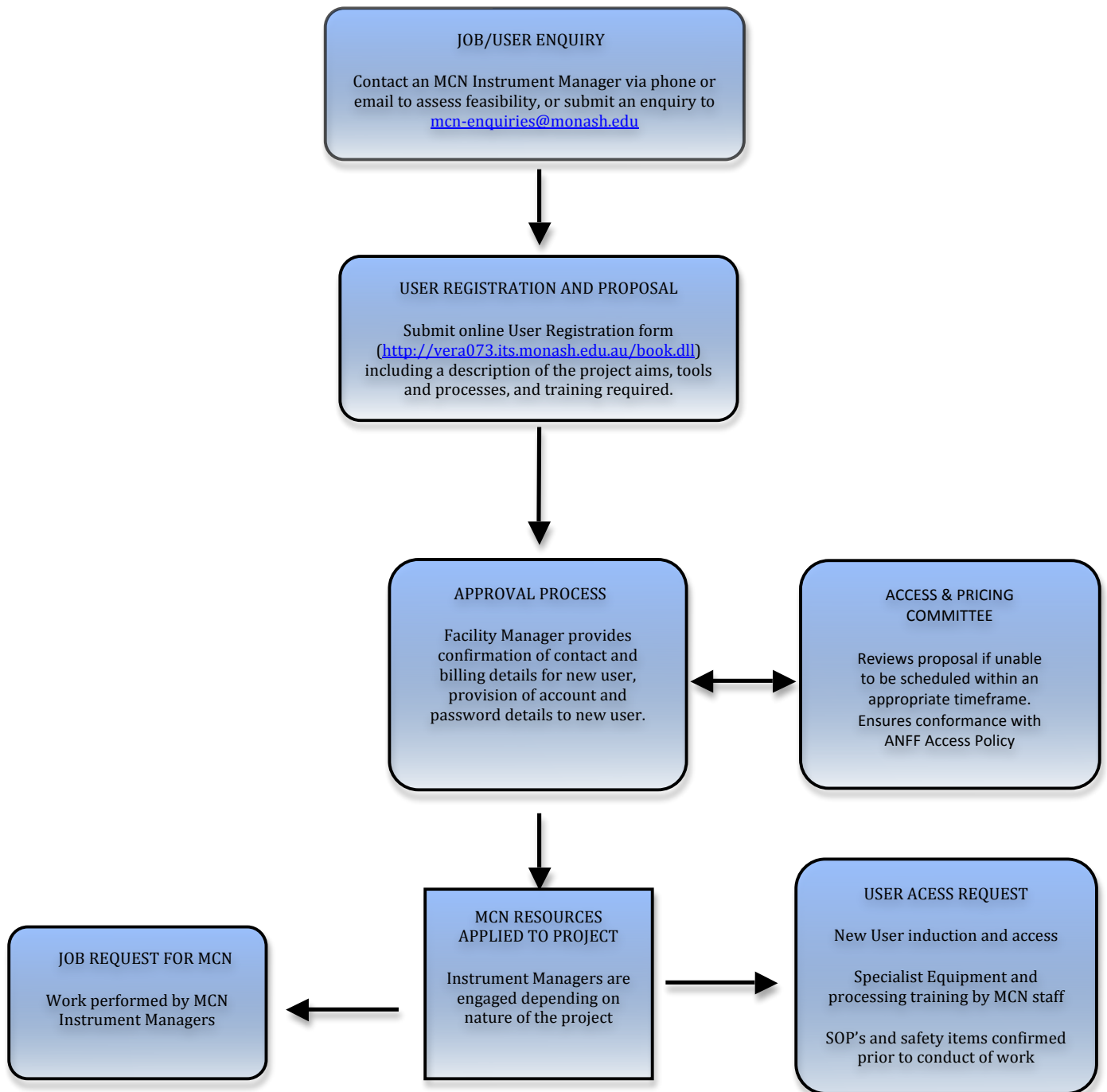
## A. Organisational Matters and Policies

1. The Melbourne Centre for Nanofabrication (MCN) is one of a number of collaborative nodes of the Australian National Fabrication Facility (ANFF), a national network of micro and nano fabrication laboratories established through the DEST National Collaborative Research Infrastructure Strategy (NCRIS).
2. As a condition of its funding support through NCRIS, the external user access to the Node must be consistent with the general principles laid out in the national ANFF Access and Pricing Policy.
3. The Node is hosted by Monash University and as a result all ANFF node users must satisfy all Monash University policies and procedures, including OH&S policies, guidelines and Out of Hours together with the specific procedures of the MCN.

## B. Access for New Users or Processing Requests

1. The MCN Instrument Managers are the first point of contact for all potential users of the Node. Instrument Managers at MCN can be contacted directly by phone or by email (<http://nanomelbourne.com/access>), or a general request can be submitted to the instrument managers at [mcn-enquiries@monash.edu](mailto:mcn-enquiries@monash.edu). Users may be directed to the Instrument Managers via ANFF headquarters or via other Nodes of the ANFF.
2. The most relevant Instrument Manager (depending on nature of the project) will be assigned to assist each new user, and will liaise with other process experts at MCN to assess the scope and viability of the project(s) that is (are) proposed.
3. Once feasibility of the project has been established with an Instrument Manager, a new user registration form (<http://vera073.its.monash.edu.au/book.dll>) should be completed as a formal application for accessing the Node (less than two pages). This form allows the user to briefly describe the work, the expected outcomes, funding source if applicable, the equipment and staff resources required (including estimated training time). The Instrument Manager can assist the user in preparing this Job/User proposal.
4. Submitted proposals from a new user will be processed by the Facility Manager, by checking the completeness of contact and billing details, arranging for site induction if necessary, and provision of an account and password to the user for access to the online booking system.
5. If the work cannot be scheduled within a reasonable period due to other commitments of the facility, the application will be referred to the Access & Pricing Committee which, is chaired by the Managing Director.
6. If the Job Proposal does not involve work in the MCN by a new user, the work will be undertaken by MCN staff at a price as set out in section C below.
7. In the case of a User Proposal for a new user, the user will be required to attend and pass the standard MCN OHS induction procedure before they begin any work in the MCN. If the user is not a Monash University staff member or student, then they must be given visitor status for work on Monash University premises.
8. In addition to other requirements, the MCN User Agreement must be completed and returned to the Facility Manager before user access can commence or a job can commence.
9. The MCN reserves the right to revoke Job/User Approvals with seven days written notice.
10. The MCN Access and Pricing Committee will review the decisions of the MCN Executive Group at regular meetings, currently set at 6-monthly intervals, to ensure that access to the Node is in accord with the guidelines set out in the national "ANFF Access and Pricing Policy" and as requested by DIISR.
11. The MCN Access and Pricing Committee is composed of the ANFF CEO, the MCN Managing Director, the Facility Manager and representatives from the major user groups.

Below is a flowchart indicating the required access protocol for use of the MCN.



### C. Pricing Structure

Six user categories are defined for access to MCN facilities (see categories A-F in Table 1 below).

Table 1. Pricing regimes for basic access to the MCN

Support Provided	PhD Student	University/ PF Researcher	Industry User
Unassisted	A	B	C
Assisted	D	E	F

In addition to all other induction, operational health and safety and training requirements, researchers who wish to gain unassisted status must complete (and be assessed for competency against) application-specific training provided by the MCN Instrument Managers. All job requests for independent completion by an MCN Instrument Manager are conducted at rate E or F (Assisted University or Assisted Industry User). All training requests are conducted at rate D.

Table 2. Basic pricing structure for use of MCN major equipment and laboratories (hourly rates).

EQUIPMENT	Unassisted Use			Assisted Use		
	A	B	C	D	E	F
CLEANROOM LABS (only)	\$20	\$30	\$50	\$100	\$100	\$150
BIO/CHEM LABS (only)	\$20	\$30	\$50	\$100	\$100	\$150
EBL	\$150	\$200	\$300	\$225	\$275	\$400
DRIE (per system)	\$100	\$125	\$200	\$175	\$200	\$300
HOT EMBOSSING	\$100	\$125	\$200	\$175	\$200	\$300
PECVD	\$100	\$125	\$200	\$175	\$200	\$300
ALD – FIJI F200	\$100	\$125	\$200	\$175	\$200	\$300
UV FLOOD LIGHT SOURCE	\$75	\$100	\$150	\$150	\$175	\$250
FIB	\$75	\$100	\$150	\$150	\$175	\$250
SEM	\$75	\$100	\$150	\$150	\$175	\$250
PVD (EBEAM)	\$75	\$100	\$150	\$150	\$175	\$250
PVD (SPUTTER)	\$75	\$100	\$150	\$150	\$175	\$250
POLYMER SYSTEM	\$75	\$100	\$150	\$150	\$175	\$250
MASK ALIGNER	\$75	\$100	\$150	\$150	\$175	\$250
AFM	\$75	\$100	\$150	\$150	\$175	\$250
CONFOCAL MICROSCOPE	\$75	\$100	\$150	\$150	\$175	\$250
TIRF	\$75	\$100	\$150	\$150	\$175	\$250
3D PRINTER	\$75	\$100	\$150	\$125	\$150	\$200
ZETA POTENTIAL METER	\$50	\$50	\$100	\$100	\$100	\$150

Small volumes of basic consumables are included in cost price; however, large volumes or specialised consumables (e.g. substrate materials) will be at full cost to the user and must be arranged with the Instrument Manager. Any retooling will be charged to the user at cost.

*Note that pricing and access for in-kind equipment and facilities at MCN Participant Organisations laboratories will be determined by the facility managers at those laboratories.*

**Discounts** are available to non-industry users by making a pre-paid purchase.

Option 1 – Pre-paid purchase	Discount to be applied
\$2,000 pre-paid account	15% Discount
\$5,000 pre-paid account	20% Discount
\$10,000 pre-paid account	25% Discount
\$25,000 pre-paid account	30% Discount

All access and equipment charges are subject to regular review and may be changed without notice.