

MCN Industry Laboratory Usage Policy

DOCUMENT AUTHORISATION			
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1. INDUSTRY LABORATORY USAGE POLICY

Initial effective Date: 13 September 2013

The purpose of this document is to provide guidance to industry clients about the costs and billing process associated with their general usage of the cleanroom, biology (including PC2) and chemistry laboratories areas at MCN, including the use of all Minor Equipment at MCN (not listed on the ACLS booking system).

2. DEFINITION

This policy covers all industry access to MCN biology/chemistry laboratories including G44, G47A, G47B, G52, G53 (PC2 Lab), the Class-10,000 cleanroom and the Class-100 cleanroom. This policy applies to all “unassisted” industry use of the laboratories except where approval has been provided in advance by the MCN Managing Director or Facility Manager.

3. BACKGROUND

The operations of MCN are predominantly funded by government grants and university/CSIRO stakeholder contributions. It is not commercially ethical to use these funds to subsidise industry clients or to undercut prices against local businesses which may provide similar services. The MCN has a published charging schedule for all client types (see published MCN Access and Pricing Policy). The table below summarises the charge rates for industry clients’ usage of MCN facilities and describes how charge rates are captured and billed to industry.

DESCRIPTION	HOW BILLING DATA IS CAPTURED	INDUSTRY RATE
Tier 1 Equipment	ACLS booking data	\$225 / hour
Tier 2 Equipment	ACLS booking data	\$150 / hour
Tier 3 Equipment	Client based reporting (see below)	\$100 / hour
MCN Staff Assistance	ACLS booking data	\$150 / hour
General Residency (by arrangement)	Advanced payment by agreement	\$1250 / month
Full Access Residency (by arrangement)	Advanced payment by agreement	\$5000 / month
Flagship equipment		
<ul style="list-style-type: none"> • Electron Beam Lithography 	ACLS booking data	\$300 / hour (\$2500 cap per run)
<ul style="list-style-type: none"> • UV Lithography (excluding chrome mask) 	ACLS booking data	\$125 / hour (\$850 cap per run)
<ul style="list-style-type: none"> • Seki Diamond Deposition Systems 	ACLS booking data	\$225 / hour (\$1000 cap / 6 hrs)

4. CLIENT-BASED REPORTING

Industry clients will be billed for usage of the MCN general laboratories and Minor Equipment based on their own nomination of time spent in the facility. Any industry client who is working unassisted in the facility using general laboratory/cleanroom facilities and/or MCN Minor Equipment is required to submit a tally sheet (template provided below) by email to the MCN Managing Director within 5 calendar days after each month. Any/every entrance to the laboratory areas by an industry client should be recorded on the tally sheet by that client.

5. COMPLIANCE WITH ACLS BOOKING SYSTEM AND CLIENT BASED REPORTING

Security fobs are required to be used for entrance to and exit from the biology, chemistry and cleanroom laboratories at MCN. On a random basis, the entry/exit data (“Recorded Time”) from the fob-readers will be correlated against the tally sheets provided by clients to confirm compliance with this policy. If an inaccurate tally sheet is found to have been provided:

In the first instance, the client will incur a cost of 2-times the published rate for the Recorded Time in the facility and will incur a suspension of MCN access privileges for 2 weeks.

In the second instance, the client will incur a cost of 2-times the published rate for the Recorded Time in the facility and will incur a suspension of MCN access privileges for 6 weeks.

In the third instance, the Managing Director will use his/her discretion in discussion with the client about continued access arrangements

6. APPENDICES

N/A

7. REFERENCES

N/A

8. DOCUMENT HISTORY AND CONTROL INFORMATION

DOCUMENT HISTORY			PQMS1-MCN-POL-0031-V1
Version no.	Date of Issue	Reviewed by: name	Amendments
1	05/08/2015	Bernie Orelup	Created to PQMS format