



PONDICHERRY UNIVERSITY
CENTRAL INSTRUMENTATION FACILITY
Sample Analysis Requisition Form
X-ray Photoelectron Spectrometer (XPS)



I. User Information

Date: _____

Name: _____ Designation: _____

In case of student Roll No. & Course registered: _____

Organization Department & Institution: _____

Address for Communication: _____

Phone Number: _____ E-mail Address: _____

Special Instruction (if any): _____

II. Sample Information

- a) Number of samples: _____ (Max 5)
 - b) Nature of sample : (Thin Film / Pellet / Drop casting Powder) (Organic/Inorganic)
 - c) Sample Property : (Conductive / Semi Conductive / Non Conductive)
 - d) Type of Scan : (Survey Scan/Narrow Scan/ Area Scan/ Line Scan/Mapping/Depth profiling)
1. The Solid samples in the form of tightly packed pellets of 6 mm to 8 mm diameter or thin films of 8 mm² with maximum thickness of 2 mm may be submitted.
 2. Samples should be dry and clean.
 3. No liquid samples, moist sample, shall be done.
 4. Samples should be solid, it should not be outgassing in nature, and should not degrade under high vacuum.
 5. Samples Containing Na, K, S, P, F, Zn, Pb, Bi, I, Se, As, Te and Hg are not suitable for Depth profile analysis.
 6. If samples have volatile substances like Iodine, Sulphur etc please mention clearly, samples containing Iodine may not be done, Sample containing Sulphur may be done only of that particular sulphur containing sample is stable under vacuum.

S.No	Sample Code	*Chemical Composition	*Elements to be identified	* Remarks or Special Analysis request if any

Note: Items marked * must be completed to carry out the measurements.

Certification by (Guide & HoD):- Certified that the user is a student / Faculty / employee of our Department and the work is meant for teaching/Experiment/Research/Commercial purpose of our institute or organization. The user had gone through the instructions regarding the procedures given in the website. The samples are not radioactive/harmful to persons handling them. The samples information is correct and the user will comply with CIF's rules and procedures.

Signature with Date	User	Guide	HOD
Name			
Office Seal (Mandatory)			

For CIF use

Date received: _____ Date completed: _____

Operator: _____ T.O in-charge: _____ Centre Head: _____

Time utilized for analysis: _____ h. Details of Payment received: _____

Remarks of the operator/TO in-charge for the data if by E-mail: _____

Acknowledgement from User (for direct user): Receiver data on completion of experiment.

Name: _____ **Signature:** _____ **Date:** _____

<p>Note: All payments are to be made to the given account number below after the completion of analysis. CIF Maintenance Account Account No. 6708021741 Indian Bank, Pondicherry University Branch (IFSC code: IDIB000P152) Pondicherry -605014</p>

Payment Details		
Nature of analysis	Students/Scholars from External Academic	Industrial Users
XPS - Scanning	Rs 2000 per sample	Rs 6000 per sample
Depth Profiling / Mapping	Rs 5000 per sample/hour	Rs 15000 per sample/per hour

