



CNS/NNIN FY07 USER PROGRAM RENEWAL FORM - Harvard Users

DUE: End of business day February 28, 2007

NNIN FY07 (3/1/07 - 02/29/08) - All Users must renew by deadline to remain an active CNS/NNIN user past March, 1 2007
See last page for instructions for completing form. For questions, please email nninapply@cns.fas.harvard.edu

PART 1 - User Information

currently on file

If what is on file is not correct, enter correct information below.

First Name: Alan
Last Name: Aspuru-Guzik
Status: Professor
Gender: Male
Address: 12 Oxford Street
Cambridge, MA 02138
Phone: 617-384-8188
Fax:

PART 2 - Project Information

currently on file

If what is on file is not correct, enter correct information below.

Project Title: Quantum Emulation and Quantum Monte Carlo
Technical Field: Chemistry
Use Type: On Site

PART 3 - Project Investigator Information

currently on file

If what is on file is not correct, enter correct information below.

PI Name: Alan Aspuru-Guzik

PART 4 - Billing Information

Current Billing Code on file:

000-00000-0000-000000-000000-0000-00000

Is this Billing Code still Correct: **YES / NO (circle appropriate answer)**

IF YOU SELECTED NO, PLEASE ENTER NEW BILLING CODE (In highlighted area below):

PLEASE NOTE THAT A SIGNATURE FOR THE BILLING CODE IS REQUIRED WHETHER IT HAS CHANGED OR NOT. USERS CANNOT SIGN OFF ON THE BILLING CODE (UNLESS USER IS ALSO PI). THE SIGNATURE CAN BE FROM THE PI, GROUP ADMINISTRATOR, LAB DIRECTOR, OR DEPARTMENT ADMINISTRATOR.

Billing Code Signature:

Printed name:

Title:

PART 5 – General Terms and Conditions/Signatures

1. USER must be a CNS/NNIN User in order to use CNS facilities as designated as part of the NNIN.
2. USER certifies that he/she will follow all applicable Harvard University policies regarding conduct and research while using CNS facilities.
3. USER will follow all CNS policies regarding use of the facilities. Please consult with CNS website (cns.fas.harvard.edu) for general policies of use. Please consult with CNS technical staff for specific rules and policies regarding facility usage.
4. USER certifies that, where appropriate, acknowledgement will be given to CNS and the NSF's National Nanotechnology Infrastructure Network (NNIN) in any publications or presentations that results from work performed with CNS facilities of staff.
5. USER acknowledges that any work done, or services provided, by CNS and its employees are on a reasonable effort basis. USER accepts ultimate responsibility for the progress and results of their project.
6. USER will operate all instruments in a safe and professional manner, consistent with the operating instructions.
7. USER represents that his/her knowledge of microfabrication, cleanroom equipment, and/or imaging equipment is adequate to permit the safe pursuit of the research work in conjunction with the USER'S specific project. USER acknowledges that CNS has the right to immediately prohibit further use of the facilities, if CNS in its sole discretion, believes that the USER has breached this representation.
8. USER certifies that he/she will under no circumstances schedule time in his or her name for another user (whether that user is qualified or not), give out his or her HUID or generic facilities access card for any card reader access controlled facility. CNS reserves the right to deny future access to USER in the event of willful breach of this policy. (Please note that it is allowable for USER to have other students/group members enter facilities for observation purposes only.)
9. USER acknowledges CNS' right to amend, abridge, alter, delete, add, or change any Terms and Conditions as deemed necessary by CNS with or without any written notification.
10. USER certifies that he/she has filled out all required enrollment paperwork and any other forms required for CNS facility usage to the best of his/her knowledge.
11. The NNIN requires that project results and publications be reported on an annual basis. USER certifies that if requested by CNS, an annual report and/or copies of publications, or presentations based on work done in CNS facilities as part of USER project will be turned in to CNS within the requested time frame.
12. USER certifies that he/she has read and fully understands the General Terms and Conditions.

USER SIGNATURE:

Printed Name:

Date:

PI SIGNATURE:

Printed Name:

Date:

Instructions on CNS/NNIN User Program Renewal Form NNIN FY07 (3/1/07 – 2/29/08)

Please look at what CNS has on file for you and your project and if the information has changed please write the new, correct info in the space provided on the right hand side of the form. Please see below for instructions on how to fill out specific fields in the Renewal Form.

Part – 1 User Information

Status: Graduate Student, Undergraduate, Professor, Post-Doc, or Other
(if you select Other, please explain)

Part - 2 Project Info

Project Title: If your project has changed, you must attach a new proposal to complete renewal

Technical Field: If different than what is on file, please select only ONE of the following: Electronics, Physics, MEMS, Geology and Earth Sciences, Optics and Photonics, Chemistry, Life Sciences, Materials, Mechanics, Medicine, Process Technology, or Other. If you select Other, please explain

Use Type: On-Site, Remote, (Both can no longer be accepted. Must be one or the other. If ANY of your project is done on-site, please select On-Site. Only select Remote if ALL project work is done remotely.

The rest of the Renewal Form should be self-explanatory.

ONCE COMPLETED AND SIGNED THE RENEWAL FORM, PLEASE PROCEED TO THE CNS SAFETY MANUAL ACKNOWLEDGEMENT FORM (page 4 of this packet). THE SAFETY MANUAL ACKNOWLEDGEMENT FORM WILL CONTAIN INSTRUCTIONS ON WHAT TO DO WITH BOTH FORMS ONCE COMPLETED.

PLEASE CONTINUE ONTO PAGE 4 →

CNS Safety Manual Acknowledgement Form

For the health and safety of all members of our laboratory–user community, CNS requires that laboratory safety practices be followed. As such, we require all users (excluding NNIN/C computational only users) to read and be familiar with the safety documents listed below. These documents contain important information regarding working in a laboratory/facility and the many potential hazards that can exist in these settings as well as best practices on how to avoid these hazards.

1. Please study the Division of Engineering and Applied Sciences, Department of Physics, and Earth and Planetary Sciences Department Safety Manual. This manual can be found on the DEAS, Physics, EPS Safety Committee homepage located at the URL: <http://www-safety.deas.harvard.edu>. Once at the homepage, click on the safety manuals link at the bottom of the page and then select, “The Safety Manual.”

2. Please study the information at the Department of Chemistry and Chemical Biology’s (CCB) safety website at the URL: <http://www.chem.harvard.edu/safety/index.php>.

3. After studying the DEAS, Physics, EPS Safety Manual as well as the CCB safety website, please print and sign this form. For new users, this form should be included with the rest of the required CNS/NNIN User Program enrollment paperwork at the time of initial enrollment and is required in order to consider a user’s enrollment complete. For renewing users, this form needs to be included with your renewal packet in order to remain an active user.

This completed form, combined with either the enrollment packet or renewal packet can be turned into CNS in the following ways:

**In person to the CNS Administrative Office in Cruft 314,
Fax to 617-384-7302,
Harvard interoffice mail to Cruft 314a Attn: Jim Reynolds,
or by US Mail to:**

**Jim Reynolds,
Center for Nanoscale Systems,
Harvard University,
17 Oxford St., Cruft 314a,
Cambridge, MA 02138**

By signing this form, the User certifies that they have read the DEAS/Physics/EPS Department Safety Manual as well as the information on the CCB safety website.

USER: _____

Title: _____

Signature: _____

Date: _____