

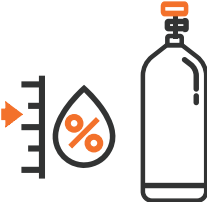






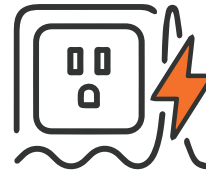
EQUIPMENT SHUTDOWN CHECKLIST

CATEGORY	YES	NO	N/A		COMMENTS
BEFORE THE SHUTDOWN					
<input type="checkbox"/> If the shutdown is less than 5 minutes, you can leave cold storage equipment on.					
<input type="checkbox"/> If you have T-Scan sensors on your cold storage units, verify access to remote monitoring is available and working properly.					
<input type="checkbox"/> Verify gloveboxes that remain turned on have an appropriate supply of Argon gas and the chiller connected to the glovebox has the proper water level.					
<input type="checkbox"/> Properly shut down data-collecting equipment not connected to a UPS but connected to a PC, such as GC, HPLC, XRD, TGA, porosimeter, or surface characterization analyzer. Note that no analysis should be running while performing the shutdown and the data should be saved.					
<input type="checkbox"/> Properly shut down computers connected to the instruments.					
<input type="checkbox"/> After proper instrument shutdown, physically disconnect the power cable from the main wall socket. <input type="checkbox"/> Instruments connected to facility backup power sockets (start with BPL -) can remain on and connected.				 	

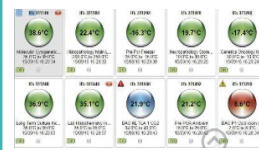
EQUIPMENT SHUTDOWN CHECKLIST

DURING THE SHUTDOWN

- Do not turn on the instrument immediately after the power is restored. There is a high likelihood of power spikes after the shutdown, which can damage the instrument.



- Escalate any critical alarms indicated by T-Scan to your Lab Manager.



AFTER THE SHUTDOWN

- Turn on all equipment and check for any abnormalities. If found, please contact your lab manager or LEM.



- Follow the manufacturer's manual for the proper equipment start-up procedure. Please contact LEM at LEM@kaust.edu.sa if you have further questions.



LAB NAME: _____

F-LOC: _____

COMPLETED BY (NAME): _____

DATE: _____

SIGNATURE: _____