

Users will **not share cleanroom garments** (hood or suit). We also want to avoid garments being frequently touched by other users, or being stored in a confined space alongside other garments. Thus, users will **not share lockers**. We send garments out for laundry weekly (every Monday morning), and disinfect each locker in Fab-39 so that a new user can safely use it.

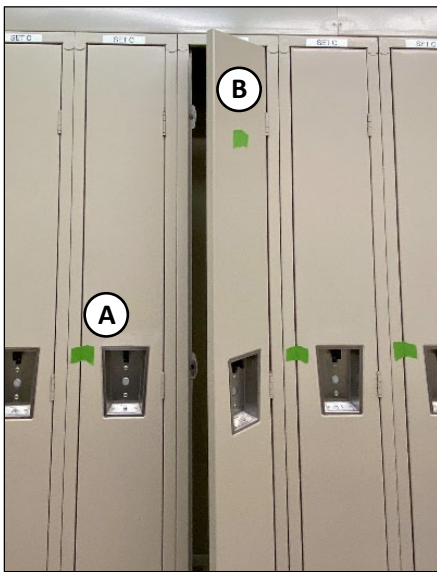
To avoid people from wearing someone else's garments, it is critical that **all garments must be labeled by its user**, described below:

---

### Procedure

---

1. First time this week? Get a suit & hood (on 2<sup>nd</sup> floor near ICL entrance), and enter the gowning area
2. Find a locker that is taped shut (A)
  - a. Remove the tape
  - b. Write your CORAL username on the tape. Please write legibly.
  - c. Place the tape on the locker as a name-tag (B)
3. Now that particular locker is yours for the rest of the week (until it is cleaned and 'reset' the next Monday).
4. Boots are shared, pick up a pair and return it to the correct bin when done.



Clean unused lockers (A), and a claimed locker (B) with tape removed and a name written on the relocated tape.

---

### What if...

---

*There are no more lockers available?*

This is likely only going to happen in TRL. You can use a plastic bag, label the bag with tape, place your garments in it, and store the bag in the blue plastic bins near the door.

*Someone labeled the locker, but there is no suit in it?*

If the tape has been moved, please don't use the locker. The user may be inside the lab, or could be in ICL (transporting the suit in a plastic bag).

*There is already a suit inside the locker (even though it was not labeled), or someone else put a suit into your locker?*

Please email us ([mitnano-feedback@mit.edu](mailto:mitnano-feedback@mit.edu)) and add any useful information, so we can help find and contact the other user.

Then find an unused locker and move your suit into that.

*You think someone else used your suit by mistake?*

You don't want to use garments that have been used by someone else. Place the garments into the hamper for laundry, and pick up a new set. Find an unused locker, label it, and move your new garments into that. Email us ([mitnano-feedback@mit.edu](mailto:mitnano-feedback@mit.edu)) so we understand how often this happens. That allows us to follow up and send reminders to users.

**Never place garments into the trash. If they are soiled or damaged, the laundry service will sort them out for us.**

Users will **not share cleanroom garments** (hood or suit). We also want to avoid garments being frequently touched by other users. Thus, we **space garments apart** (using fixed hangers). We send garments out for laundry weekly (every Monday morning).

To avoid people from wearing someone else’s garments, it is critical that **all garments must be labeled by its user**, described below:

### Procedure

1. First time this week? Get a suit & hood from pregown, and enter the gowning area
2. Find a “blank” hanger that is neither marked with tape nor a nametag. To label that hanger, you can use:
  - a. Nametag: Clip your nametag on the hanger (A)
  - b. Tape: Use the blue tape (stored on the table) to write your CORAL username and stick it behind the hanger (B). Please write legibly.
  - c. Both tape and nametag (useful if you are wearing the nametag into the lab)
3. Now that particular hanger is yours for the rest of the week (until it is ‘reset’ the next Monday).
4. Boots are shared. Pick up a pair from the rack and return it to the correct size row when done.
5. When you hang your suit, please clip the hood inside and zip it up (C). That way, your hood is protected.



Label hangers with either nametags (A) and/or blue tape with coral username (B). The hood should be clipped inside the suit (C).

### What if...

*There are no more hangers available?*

We should have sufficient capacity, and are keeping an eye on it - but if we run low please email us.

*While I was in the lab, someone else put a suit on my hanger (even though I labeled it)?*

Find a new “blank” hanger, label it, and relocate your suit there. Email us ([mitnano-feedback@mit.edu](mailto:mitnano-feedback@mit.edu)) and provide any useful information, so we can help find and contact the other user.

*You think someone else used your suit by mistake?*

You don’t want to use garments that may have been used by someone else. Place the garments into laundry and pick up a new set, and email us ([mitnano-feedback@mit.edu](mailto:mitnano-feedback@mit.edu)) so we can follow up and send reminders to users.

**Never place garments into the trash. If they are soiled or damaged, the laundry service will sort them out for us.**