

# To Obtain Equipment Access in UMF-MRC

Contact equipment-in-charge or qualified user to arrange for training

After training, submit Equipment Training Record Form



<https://forms.office.com/r/yCkfR04Vs9>

Receive email for supplementary safety document (if any) (1a)

*Trainer* receives email for endorsement (2a)

Receive email for equipment operation quiz (if any) (3a)

Submit specified safety document (1b)

*Trainer* endorses the equipment training (2b)

Submit Equipment Operation Quiz Form (3b)

Failed the Quiz

Passed the Quiz

Access right granted by equipment-in-charge (1+2+3)