Steps to work in the FMIC

1) Fill out a proposed research form – put in as many details as possible. This can be found on the first page of our website. If you are transferring a membership, please write the name of the person it is transferring from at the top of the form (where it says “Membership Transfer from”)

2) Read the Safety form, write your name, sign your name and date it.

3) Return both forms to Valerie at the FMIC

4) Make an appointment to discuss your project with Dan and Valerie at the FMIC

5) Watch our Safety training video - you will need to do this again in the new fiscal year

6) Make appointment for training - only one person trained at a time, only one person allowed to operate (touch) equipment.

7) Work required number of hours during normal business hours before requesting afterhours access.

8) Comply with all FMIC rules - please remember that all visitors must fill out both Proposed Research and Safety forms and go through Safety training. IF a visitor operates or even touches any equipment in the FMIC they will be billed for it.

Please remember that visitors cannot be in the FMIC alone they must always be accompanied by the main investigator that has been trained by FMIC staff