

NSL RING User's Manual

Experiment Application

Visit Application

Ver.3.2

March 15, 2024

Neutron Science Laboratory,
Institute for Solid State Physics,
The University of Tokyo

1. About this Manual

This manual explains how to operate NSL RING (**NSL Research Information NaviGator**), the supporting system to our common-use in JRR-3, Tokai, JAPAN, for all users.

Procedures	Who is required?	What to do?	Deadline
Experiment Application → §2 (p. 4)	Principal investigators (PI)	You conclusively submit the research collaborators, samples and bringing-in device, for your proposal.	2 (or 3) weeks before the cycle starting day* ¹
Letter of Acceptance* ^{2,3} → §5 (p. 13)	All users	Submit Acceptance Letter for General Users Program (GUP).	Once in FY before your first visit
Visit application → §6 (p.15)		<ul style="list-style-type: none"> • Apply for entry permission to JAEA • Request for travel expenses • Book accommodation 	Each your visit
Copy of ID and Face photo Submission → §3 (P. 8)		They are required to verify your identification. Face photo is used to issue of your JAEA entry pass.	Once in FY before your first visit
Radiation-Worker Certificate* ² → §4 (p. 9)		Submit Radiation worker Certificate to conduct an experiment at JRR-3	
JRR-3 Safety Training* ⁴ → §7 (p.20)		<ul style="list-style-type: none"> • Watch four(4) different videos. • Complete the comprehension quizzes. • Feedback on the training 	Once in FY before your first visit

*1 The default deadline is scheduled 2 weeks before but note that the deadline will be rescheduled to 3 weeks before in the case of summer break (mid-August), new year holidays and so on are set before a cycle. Check “Instruction for visit” section on the NSL webpage for the exact dates of each cycle.

<https://sites.google.com/view/issp-nsi/visit>

*2 Re-submit if you changed the affiliation after your submission.

*3 If you are planning to visit for several proposals, you may submit them merged into a single letter. But you need to submit another letter if you join the other proposals of which you were not planning initially.

*4 You will not be able to conduct the experiment without completion of the training.

1.1 Required Browser

NSL RING has been designed for the browser listed below.

- Google Chrome (Win/Mac)
- Microsoft edge (Win)

The system may not operate properly on other browsers above including Safari on Mac.

1.2 New account registration

All users must sign-in to a new account in NSL RING to login. If you do not have your account, register your account as follow the procedure. No need this procedure for users already having registered own account.

(1) Access [NSL RING](#).

(2) Click [Sing-up](#).

If you do not have your account yet,
[Sign-up](#)

(3) After agreeing to personal information protection policy and fill in all of items marked red asterisk (*).

(4) Click [Confirm the contents] to check that all of items are filled in. If the entered account ID has already been used, the message “Back to the previous step and recreate another ID” will be shown.

(5) Click [New Registration](#)

(6) Click [Register].

If you forget your password, click [Resetting the password](#). Enter the registered e-mail address, birth of date.

If you forget your account or password,
[Resetting the password](#)

If you forget your e-mail address, please contact NSL User's office nsi-use@issp.u-tokyo.ac.jp. We will check and inform your registered e-mail address.

For users who have JAEA JRR-3 RING

The accounts are shared with [JRR-3 RING](#), administered by Japan Atomic Energy Agency. If you already have your account of JRR-3 RING, please log-in to **NSL RING with it**.

1.3 Update user profile

When there is a change in your affiliation or position, update your personal information at

[Personal]> [Modification] on Menu. Be sure not to create the new account.

(1) Select [Personal]> [Modification] on the top menu.



(2) Click [**Confirm**] after updating your information.

- Users cannot change their own account IDs. If you wish to change your account ID, please contact at nsi-use@issp.u-tokyo.ac.jp.
- We newly added the item [Sex] in 2023. If you have not logged after added, log in RING and update user profile.
- We newly added the item [Nationality], [Country of Residence] [Country of Institution] in 2023. Please fill in the information if the sections are still blank.

(3) Click [**Register**] after filling in your information.

2. [Principal Investigator] Experiment Application

2.1 Select your proposal.

(1) You, principal investigator (PI), may receive an email titled "Request of your experiment application." This means that the instrument leader has assigned the machine-time of your experiment to NSL RING.

(2) Log-in to NSL RING with your account.

Go to [Application] > [Experiment Application] in the user menu.

(3) Proposals will be appeared in "My Experiment(s) " with the status [Not applied] as shown in Figure 4.

Experiment Application

For the details of the operation, please refer to "2. Experiment Application" in [NSL RING User's Manual](#).

Select year, cycle, and instrument

Year: 2024

Cycle: ☒ Cycle#3 (6/10 - 7/5)

Instrument: ☒ iNSE(C2-3-1)

My Experiment(s)

Edit	Status	Proposal No. (Exp. ID)	Machine time	Title	Insturment (beam port)	Sample Environment
	Applied	24999 (805)	Cycle #3 6/10 - 7/5 25days	Dummy proposal for debug of NSL RING	iNSE(C2-3-1)	これはテストの課題です。

Figure 4 Main screen of Experiment Application

(4) Click in [Edit]

The proposal information, instrument, and sample environment (SE) are displayed. The SE are taken over the one when the proposal application, however, please confirm it because the instrument leader may change for some reasons. If you have any questions, please contact the technical staff or the instrument leader.

2.2 Registration and Confirmation of Research Collaborators

Research collaborators who were registered at the time of the general proposal application will be automatically displayed. Register those who will come to Tokai campus and participate in the experiment in your machine time*. If there are no plan to visit or cancel of visit, delete the name from the list.

- (1) The Principal Investigator will be automatically entered in the Experimenter 1 field.
- (2) If there are any changes, edit the name of your position, institution, etc., (This information will not be notified to the principal investigator.)
- (3) When to add a collaborator, move your pointer to **[Number of participants]** and click ▲ to add the input column for the collaborator.
If you do not know any other information than the name and institution name, you may leave the field blank.
- (4) When to delete collaborator(s) from the list, delete the entire column.
- (5) Click [Save Data] at the top of the page to save the changed information.

2.3 Registration and Confirmation of Bring-in Samples

The information you submitted when you applied for a general proposal will be displayed. You can add, delete, and modify in this section.

→ This is the first step to apply samples for IRT proposal. Register the samples to be used in the machine time following instructions.

- (1) To add a new sample, move the pointer to the quantity field under [Number of Samples] and click ▲. Then, a new sample entry field will then be added.
Select [Save new sample information] after input the sample handling, container, and securing method.
A number, which is a serial number in the system's sample database, will be appeared in [Sample ID] as Figure 5 below.
- (2) When to use a sample that has been registered in a previous proposal again, select on from the list shown by pulling down the list of previously submitted samples clicking the box right next to [Sample list].
The information for that sample, including the safety review comments, will be loaded. If there are any changes on the sample's mass, etc., select from the list in [Overwrite save Sample Information] after changing the information.
*Note that the previous sample will be copied if you select [Save New Sample Information].

► For reusing sample(s) for a follow-up IRT proposal which has already been carried out

Only samples applied for a proposal for which you are the Principal Investigator will be shown in the pull-down menu of "Sample List".

Samples for the other principal investigator's general proposal will not be displayed.

Contact the user office to register the reusing same samples with proposal title and sample name.

Sample

*Do you use sample(s)? ☐ No ☒ Yes

*Number of sample(s) 1

*Sample 1

Sample

Sample ID Safety review

*Chemical formula (or composition)

*Name of sample

*State

*Mass g (if not, convert to gram unit.)

Figure 5: Displaying a sample brought in

(3) To delete a sample,

Click ⓘ > [Clear Sample Entry Fields].

The information of the relevant sample will be deleted, but it will not be deleted from the database in NSL RING.

(4) Select "None" in [Samples] field if you do not have any samples due to equipment adjustment, etc.

(5) Click [Save Data].

2.4 Registration and Confirmation of Bring-in Device

The information registered at the time of the general proposal application will be displayed.

Addition, deletion, and modification are available in this section.

→ IRT proposal users will make application for bring-in device as a first time here. Make a registration for samples used in the related machine time following steps below.

(1) To add an equipment newly, select "Yes" in the [Bring-in device] section. The entry field for the bring-in device will be displayed.

If there is already more than one device, move the pointer to the quantity field under [Number of pieces of equipment] and click ▲ to add a new device.

(2) After completing the "Purpose of Use, Precautions for Use, etc.," click ⓘ and select [New Save of Device Information] on the right of the "List of Bring-in device". A serial number will be shown in the "Equipment ID" field as Figure 6 below.

(3) When to use a device that has been registered in a previous proposal again, select on from the list shown by pulling down the list of previously submitted devices clicking the box right next to [Bring-in device list].

(4) The information for that device including the safety review comments will be loaded. If there are any changes on the device list, etc. Select from the list in [Overwrite save Bring-in device Information] after changing the information.

*Note that the previous sample will be copied if you select [Save New bring-in device Information].

(5) To delete a device,

Click  > [Clear Bring-in device Entry Fields].

The information of the relevant device will be deleted, but it will not be deleted from the database in NSL RING.

(6) Click [Save Data].

2.5 Experiment Application

(1) Fill in the [Other Comments] field, if any.

(2) After all the information has been entered and confirmed, click [**Experiment Application**] at the top menu of the page. Click [OK] following the message shown to submit the application. The status on the screen in Figure 4 will change to [Applied].

A confirmation email will be sent to you and your contact person.

2.6 After submission

You will not be able to modify your application on NSL-RING. If you request to add or modify the application, please contact the user office.

We might contact you if there are any of lack or modification in your application.

The submitted proposal will undergo a "safety review" for the samples and devices to be used. Instrument leader and the equipment safety management team will evaluate the safety of them and fill in their comments.

If there are any lacks or unclear points on your application, we may contact you.

Please be sure to check the comments before your experiment as there are important comments to conduct the experiment safely.

3. **[All Users]** Submission of a copy of your face photo and ID card

Submit your face photo and ID card with image data clicking [User Information] and select [Submit Identification] from the top menu.

Click [Select File] for the photo and ID (front and back) and select the image file.

When the upload date/time is updated to the current time, the upload is complete.

The photo must be front facing, no hat and no mask. The file format should be jpeg.

Once the file name become

,

the current date and time are shown in the upload date and time, the upload has been successfully completed.

The ID must be a valid driver's license, passport, or my number card issued by a public institution with a valid photo. For students, submit your student ID card, and for foreign nationals and overseas residents, submit a copy of your passport. File format should be jpeg or pdf.

Once the file name become

,

the current date and time are displayed in the upload date and time, the upload has been successfully completed.

Once uploaded, the photo and ID data are valid until the end of the current fiscal year. If the fiscal year changes, you will need to resubmit the data. If there are any changes in the information on the data, or if you are asked to resubmit the data by the user office, please resubmit from here.


4. [All Users] Radiation Worker Application

All users must be certified as a Radiation Worker at their institutions/organization to be certified by JAEA to conduct experiments at JRR-3.

To be certified, the users are required to submit their Radiation worker certificate.

4.1 How to submit the certificate

Click [Personal] on top menu bar and select [Rad. Worker].

Make sure that the application status is [New], then click  .

4.2 How to enter and confirm your information to create the certificate

The Item marked with * are mandatory.

If you have submitted the certificate to conduct an experiment at JRR-3 in the previous year, your previous information has been kept in this section.

If you have any changes, edit them accordingly. You may edit after downloading an excel file.

The text-areas marked with ★ should be filled by either the radiation protection supervisor or yourself with approval of the radiation protection supervisor. If you are going to ask the radiation protection supervisor to fill these items later (on his/her computer), you can leave them blank.

(1) Your information

*Name, *Name (<i>Katakana</i>), *position, Date of birth	These items are automatically filled in accordance with the initial registration.
*Nationality, Sex	Select one for each section.
*Institution name as radiation handling	Provide information on RI handling institution you registered. This may not be the same as institution or organization you belong to.
*Department (or center)	Fill in the department or division of RI handling institution
*Postal code *Address *Phone number	This may not be the same as those of the institution or organization you belong to.

(2) Radiation-worker information and exposure history

★Director	Enter the manager's name of RI handling institution. He/she must be a supervisor on your Radiation Worker Certificate.
★Radiation protection supervisor	Enter the name of radiation protection supervisor. He/She must be a supervisor of your work mentioned in your Radiation Worker Certificate.

Registration-worker No.	No need to enter. Once you have performed the experiment in JRR-3, this number will be automatically issued as your unique ID (2-6 digits).
Radiation exposure history	Fill in up to 30 words about the place where you have worked with radiation in the past. If you have not worked in the past, you may leave this section blank.
Main radiation workspace(s)	
Main radiation work	Fill in your major radiation work you have engaged, such as "Experiments". If you have not been engaged in the past, you may leave this section blank.
★ Current year. ★ The last 4 years	Select Yes if you have engaged in any radiation work in the past 4 years and this FY. If you had any radiation work engaged in any of last four year, input the effective dose and equivalent dose to the lens (and to the skin and other equivalent doses for the current FY). If there was no exposure, enter "0.0" (mSv) not the box blank. Female users must input effective dose for the current quarter and pregnancy status.

(3) Medical check-ups

★ Date of medical check-ups	Enter the latest Medical Check-up date you took. Users must have taken the Radiation Health Check-up within 6 months of the start date of the experiment , and graduate students and university students must have taken Radiation Health Examination within a year of the start date of the experiment.
★ Medical interview	Select no abnormal or abnormal. If abnormal, answer the reason.
★ Medical institution ★ Medical doctor	Fill in the name of the clinic and doctor where you took your Radiation Health Examination.

(4) Radiation safety training

★ Date of radiation safety training	Fill in the dates of the training at your institution . (Select the date from the calendar)
★ Contents of the training	Fill in the details of the radiation training at your institution.
Reason (if no training)	Please enter if applicable.

4.3 How to download Radiation worker certificate.

After filling out the information, click [Download RWC].

(Please make sure before clicking if all the items marked with * are filled out.)

An excel file of RWC form will be downloaded after message [**The Radiation Worker Certificate will be created**] will be displayed.

The status will change to [Editing with RPS].

4.4 How to submit Radiation Worker Certificate Form

Please send it to your radiation protection supervisor and ask him/her to check or fill the contents. After having checked, back to [Personal] > [Rad.Worker] again and click [Submit RWC] being appeared on the page.

Once the submission is completed, the message [Accepted] will be shown.

Your status will change to [Confirming] and, data on the excel fill will be updated to the final data.

Be sure to click [Submit RWC] after completion of filling correct information in the form. Your submission has not been completed in case of the following cases.

- The date of special medical check-up for radiation workers has been exceeded six months from your visiting date.(One year for students)
- No information or blank on Dose history though you have been involved in the past.

In the case of any lack of information in your data, we will contact you.

Your status will change to [completed] and Excel data will be the final data.

*When you need to have your own radiation worker certificate for personal use, click [Download Radiation worker certificate] to download.

*Users need to submit it once in a fiscal year to engage with radiation work at JRR-3. However, you may be asked to re-submit it if your dosimeter was deregistered.

4.5 How to apply for the coming fiscal year or after

Users will be able to start proceeding on new radiation worker application when being close to the end of FY.

The information entered in previous FY will be shifted as it remains.

Dose for last past three (3) years up to the previous FY will be shifted.

You only need to fill in “Dose for the current fiscal year” and “previous fiscal year” field. (See the following figure.)

Example)

Submission in 2023				Submission in 2024	
FY	Equivalent Dose (e.g.)			FY	Equivalent Dose (e.g.)
Current Year	0.1	Automatically kept		Current Year	
2022	0.2			2023	
2021	0.3			2022	0.2
2020	0.4			2021	0.3
2019	0.5			2020	0.4

←Enter current dose

←Re-enter the final dose

5. **[All Users]** Letter of acceptance

All users are required to submit a Letter of acceptance to participate in the experiment.

The leader/head of the organization certifies that the experimenter himself/herself has agreed to the consent items on the NSL RING and that he/she has given his/her acceptance to the experiment.

The leader/head must sign and seals the Letter of acceptance, and the user must submit it the original one to NSL user office.

The letter of acceptance must be submitted prior to the experiment for each proposal you will participate in. You may submit it for multiple proposals within the same fiscal year.

You are not allowed to participate in the experiment without submitting the letter of acceptance.

It will be the best for you to submit them of which you are participate in the experiments all at once.

If you change the institutional affiliation after submission, you will need to resubmit the form. (No need to submit one when the head/leader of the organization has changed.)

5.1 Submission

(1) Log in to the NSL RING and Click [Application] on top menu bar and select [Acceptance].



(2) Click [New]

Once you have submitted a Letter of Acceptance, the application year and proposal number will be shown in the "List of Letters of Acceptance" at the bottom of the page. No need to submit it when you are participating in the experiment for which the letter of acceptance has been submitted.

Letter of Acceptance

Select Year

Show as List

New Letter of Acceptance

New

List of Letter of Acceptance

4 letter(s).

Edit / Check	Status	Letter ID	Year	Proposal No(s).
	Submitting	818	2024	24405
	Confirming	817	2024	24405
	Confirming	816	2023	24405
	Submitting	392	2023	23404

(3) Agreement to the contents of Letter of acceptance

Read the Letter of acceptance.

Then, enter the proposal number of the proposal in which you will participate. Click to show the name of the proposal and the name of the Principal Investigator(s). Make sure that you have entered the correct number and name of the proposal.

If you are planning to participate in another experiment, click [+ Add a field for Experiment Proposal] to add the proposal number after the input field were added. You will be able to add up to 10 proposals.

Check the box next to "I agree to the terms and conditions of the Agreement and will perform the above proposal." and click "Send Acceptance Form by E-mail."

The application status will be changed to "Tentative submission".

(4) Submission of original paper

Print it out and certification to sign and seals by the head/leader of your institution, and mail it to our facility office. You may bring it to user office at the time of your visit.

Once we received the original one, the status will be changed to "Submitting".

6. [All Users] Visit Application

All users are required to apply for visit each time when to visit JRR-3 for experiments.

6.1 How to apply

- (1) Click [Application] on top menu bar and select [Visit].



- (2) [Visit Application] will be displayed. If there are any histories of application for the selected fiscal year, they will be displayed in the "Visit Application(s)".

The screenshot shows the 'Visit Application' page. It includes a 'Filtering' section with a 'Year' dropdown set to '2024' and a 'Search' button. Below this is a 'New visit application' section with a 'New visit application' button. The main section is 'Visit-application(s)', which displays a table of 3 applications.

Edit / Check	Status	Proposal No. (Application ID)	Start of entering End of entering	Title	Instrument
	Applicated	24405 (955)	2024/06/10 09:00 2024/06/11	IRT Project of INSE	INSE (C2-3-1)
	Applicated	24405 (426)	2024/06/01 09:00 2024/06/03	IRT Project of INSE	INSE (C2-3-1)
	Applicated	24405 (954)	2024/05/30 09:00 2024/05/31	IRT Project of INSE	INSE (C2-3-1)

At the bottom, there is a 'Contact us' link and the Neutron Science Laboratory logo and contact information.

(3) Click [New Visit Application].

(4) Check on ☐ if you will agree with the rules after reading explanation of [Rules for Travel Expense] will be displayed in the page,

6.2 How to fill in the information about your visit

Clicking [Save data] will be saved while filling in the information and available to open or close browser.

In this process, you will be able to restart editing once you click  although your status will be shown as **Not applied**.

All information except the followings is kept in your application.

Input the items below when to make application for each visit.

- The days and time of Check-in and Check-out of Hamon Guest house
- Start and end dates, Time of visiting
- Remarks

(1) Information about YOU

Name, position, e-mail address, organization/affiliation, department/section, postal code, address and telephone number of your institution, nationality, sex, date of birth will be displayed.

If they are not current information, update from [Personal] > [Modification]


Then restart the procedures written in Section 8.2

(2) Photo and ID data

If you have already submitted your photo/ID data from [Personal] > [ID/Photo], you do not need to submit them here. If not, you can also submit your photo/ID card image data in this section. You will need to submit them once in each fiscal year.

(3) Proposal Information

Enter the proposal number (a five-digit number) for the proposal of your experiment.

Click [Enter] or , and you will be able to check the proposal title, principal investigator's institution, principal investigator, instrument to be used, number of days assigned, and experiment schedule as they are automatically displayed. Please note the experiment schedule will be displayed only when the principal investigator has already completed the experiment application.

(4) About Entering JAEA

Possession of entry pass for Tokai-campus in JAEA	Select "Yes" if you have already possessed another entrance pass to enter the JAEA Tokai campus: - Instrument group member with your annual entrance pass. - J-PARC User with J-PARC ID Card. - J-PARC staff member, working for KEK or CROSS
Entering information to reactor hall or Beam Hall	Please check both Reactor Hall and Beam Hall when planning to enter both facilities. No need to check when only staying at

	User Room or no entry to either Reactor Hall or Beam Hall.
Start and end dates. Time of visiting	Input the end date when you enter to the JAEA-campus. If you will enter only one-day, Input the same date as the start date. Select an approximate time of your arrival to the Univ.-Users office.
Possibility of stay after 5:30	Select "Yes" if you plan to stay after member, working in the JAEA Tokai campus.
Emergency phone number	Input the phone number of your Japanese contact person in case of emergency.

(5) About accommodation

Accommodations	Select Yes or No for accommodations (Hamon Guest house). If you do not wish to, please select the applicable reason from the choices.
Check-in and check-out dates.	Select your check-in and check-out dates. select the approximate time of check-in.
The reason for staying overnight though living in close place	If you wish to stay overnight in Ibaraki Prefecture or coming from a short distance, please enter the reason.

(6) Request for travel expenses

	Answer either "I apply Common-use expense.", "I apply Visiting researcher (Commissioned researchers) travel- expense.", or "No. If you wish to receive Visiting researcher (Commissioned researchers) travel- expense, please submit detailed information such as the start and end dates of your travel using the travel expense system for commissioned researchers at ISSP.
Travel request form	If you select "Yes", the form will be sent you as an attachment to email. (No paper copies will be issued.)
Support from other institution ^{*1}	If you wish to use expenses from other organizations (travel expenses paid from other institution), please provide details of the transportation, accommodation, daily allowance, etc. to be covered by other institution's expenses in the "Remarks" column at the bottom of this page. [Example 1] Transportation: outward travel is paid by the applicant's organization and only return travel is covered; daily allowance: desired; lodging: desired. [Example 2] Transportation: Paid by the applicant's organization; daily allowance: Paid by the applicant's organization; lodging: Paid by the applicant's organization.

Start and end days of your travel ^{*2}	Enter the period of travel for your travel expense application.
The nearest station of your institution ^{*2}	Enter the nearest station to the location of your organization.
Use of vehicle ^{*2}	Select the appropriate one. Travel expenses using vehicle will not be paid.
Use of airplane and route ^{*2}	Select the appropriate one. Enter the period of travel for your travel expense application. If you are traveling by air, please submit your reservation confirmation, receipt, and boarding stub. (Please mail these upon your return.)

^{*1}: Required to input if you wish to receive travel expenses for General Users Program for neutron scattering experiments (GUP) or travel expenses for contract researchers.

^{*2}: Required to input if you wish to receive travel expenses for GUP.

(7) Remarks

Input any additional information or comments about your visit, travel and accommodation application you would like to inform us.

6.3 How to fill in the information about your visit

Once you completed entering all items, click [Submit Application].

The following message will be displayed unless any lacks on the information entered.

I apply for my visit with the input contents.

Click [Submit].


After the processing (Approx. 1 minute,) is complete, the following message will be displayed, which tells you that submission is complete.

Submitted

You will receive an application completion notification e-mail titled below.

[NSL RING] Notification of completion for Visit application (Your visit :YYYY/MM/DD)

If you do not receive a notification email in approx. 10 minutes, your application may not have been processed successfully. In this situation, please contact the User Office.

To check the details of your application, click  on the appropriate application shown as **Applied** in List of [Visiting Application(s)].

When you have not submitted a Letter of Acceptance for your proposal applied,

The following message will be shown.

Please submit Letter of Acceptance for your proposal to complete your visit application.

Click [Submit Letter of acceptance] to create the form and proceed following the step in section 7.

6.4 When to change the submitted application

Once the application is completed, the application cannot be edited.

If you change the schedule of your visit or cancel your visit, please contact the User's Office at nsi-use@issp.u.tokyo.ac.jp. Be sure not to submit a new application.

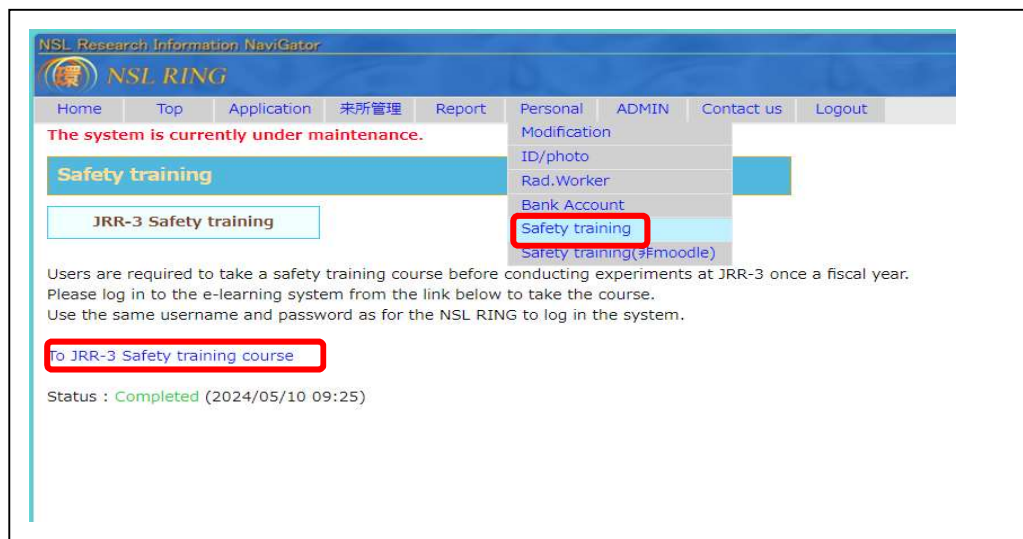
7. JRR-3 Safety training

All users are required to complete the JRR-3 Safety Training before your first visit **once in every Japanese fiscal year**.

Please note that you are not allowed to have an experiment without taking the training.

7.1 How to take the course

Click [Personal] on top menu bar and select [Safety Training] and click “To JRR-3 Safety training course”.



Complete all four courses on menu following the instructions by the day of your first visit.



*See the [Safety trainig Manual](#) for the details.

7.2 After completion of the course

The message “Not Completed” will change to “Completed” on the [Course Progress] section.

8. Contact information

Please contact us if you have any questions.

Office of the institute for Solid State Physics, The University of Tokyo

E-mail : nsi-use@issp.u-tokyo.ac.jp

Address : 106-1 Shirakata Tokai-village Naka-county, Ibaraki, 319-1106 Japan

TEL : 029-282-5782 (User's desk in Tokai campus at JAEA)

Contact :

Administrative Procedures (Japanese): Shimizu

Administrative Procedures (Japanese and English): Seino

Samples and safety: Shinozaki

General system and bug report: Kawana