



※ If you are **a new user**, please prepare the following four documents.:

- (一) **The course qualification asked by "Environment protection and Occupational safety and Sanitation center":**
 Please register on the website (<http://neshsys.ad.nthu.edu.tw/portal/manulogin>) and wait for the permission.
 Contact Info : Ms. Wu (Extension: 31352 or 03-5719163)
- ※**The required courses:**
- ✓ "Basic concepts of occupational safety and sanitation" (3 hours)
 - ✓ "Basic concepts of hazardous and harmful substances" (3 hours).
 - ✓ **After passing the courses, please mail the grade screenshot to Ms. Hsieh** (hsieh2@mx.nthu.edu.tw)
- (二) **The well-filled "Instrument operating training" application** : It needs your Professor/Supervisor to sign his/her permission ([Download the form](#))

【 Application for Equipment Booking System 】

(一) **Step 1: Register on the booking system**

Swipe your NTHU campus ID card on the cleanroom door access controller to get the internal serial number of the campus ID card.
 (If you are not a NTHU student or staff, please use your EasyCard.)

Please link to <https://eggi.cnmm.nthu.edu.tw/admin/login> to register a new account.

- (1) **Account:**
【 NTHU students 】 Please use your campus ID number as the account.
【 Others 】 Please set it with a 6-digit number.
- (2) **Password:** Please set a 6-digit number as the password by yourself.

(二) **Step 2: Prepare all required documents**
(Download the files)

1. Access card application
2. Booking system application
3. Consent of common lab rules
4. Commitment of occupational safety and sanitation rules

Note: Document one, two, and three need your Professor/Supervisor to sign his/her permission.

※**All the forms mentioned above should be hand-in at the same time when you submit the self-operation application at the first time.**