



HRMS Facility Guidelines

Mode of Access

- Each group will get one slot per complete cycle according to the table given below.
- In case a slot is anticipated to remain unutilized or underutilized, the representative of the group must inform the operator (minimum 30 minute before), so that other group's request can be prioritized. Proper utilization with mutual understanding and equal accessibility should be the mode of operation.

Day/Slot	09:30-12:30 (1 st Slot)	14:00-17:00 (2 nd slot)
Monday (1 st day)	RKM	NKR
Tuesday (2 nd day)	RKS	RDE
Wednesday (3 rd day)	SC	SM
Thursday (4 th day)	SP	KM
Friday (5 th day)	MG	External Samples

- Students are not allowed to record HRMS spectra on their own. Only a designated operator (Mr. Ganpat Choudhary and Mr. Kamal Kishore (as of now)) are permitted to operate HRMS.

Sample Preparation

- Only MS/HPLC grade solvents should be used by the operator for sample preparation.
- HRMS requisition form must be submitted minimum 30 minutes before the respective slot timing.
- The sample must be >90% pure (¹H NMR) to be able to record HRMS.
- Along with the HRMS requisition form, one must submit ¹H NMR spectra.
- Very less amount of sample (maximum 1 mg) should be brought in a 5 mL Eppendorf tube (properly labelled with a sample code as written on the HRMS requisition form) to the HRMS lab when you are coming to avail your slot. **If the amount of the sample brought by you is unacceptably high, next two slots of yours will be barred.**
- The solutions should be filtered by the operator in the HRMS lab before injection.