

The policy of IRCS User filter

Open-use observers can request to install their own-created filters (User filters) to IRCS. However, the users must understand all conditions listed below.

[Before making filters]

- The user who requests to install their filter must contact the Support Astronomer (SA) of IRCS. SA will provide the basic information and specifications for a user filter (including physical size and setting conditions) after confirming an available slot in the filter wheel of IRCS.
- The user has to send a brief proposal to request user filters (free format) to Subaru Telescope, including;
 - the purpose of the user filters (i.e., science case).
 - the design of physical and optical properties

Please note that this process does not guarantee the installation of the filter and the observation time of the user filter for PI. The number of slots on the filter wheel is very limited, and the filter exchange procedure of IRCS is extremely complicated and expensive. After verifying the filter proposal, SA will inform the propriety of the installation.

[Before submitting your proposal and the transportation of the filter]

The user must submit their proposal for openuse program to observe with the created user filter. Before submitting the proposal;

- The manufacture of the user filter has to be completed.
- The final properties of the user filter should be submitted to the IRCS SA one month before the “call for proposal (cfp)” of the semester which the observation is planned.

[Approval process for the installation and the observation]

For filter exchange, IRCS has to be warmed up, and then the vacuum chamber has to be opened. After the filter exchange, one month is needed to settle-down the array at the operation condition. Therefore, in addition to the usual approval processes for openuse observations, an extra verification is needed since the observatory has to secure the time needed for the filter installation.

- The filter has to be sent to the Observatory at least four months prior to the beginning of the semester in which the observation is planned, to maximize the opportunity to install the user filter.
- If the observatory cannot arrange the schedule to install the user filter, the openuse proposal may be rejected even the science case is highly evaluated.
- The final transmittance test will be conducted at the observatory before the installation. If a problem is found, it may not be possible to install the user filter.

[Other policies]

- The information of user filter will be included in the cfp of the semester that the installation of the user filter is planned. However, during the first three semesters, the observers who want to use the new user filter should get a permission from the filter PI.
- The PI of the user filter is requested to report the status and the quality of the user filter after the openuse observations.