| Date In : | | | / | | | / | | | | | Batch No. : UPM/FSAINS/FZ/ | | / | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|

| | |
|---|---|
| UPM UNIVERSITI PUTRA MALAYSIA BERILMU BERBAKTI | **PHYSICS DEPARTMENT, FACULTY OF SCIENCE** |
| | **Application Form For UV Vis NIR Spectrophotometer** |

| **SECTION A : APPLICANT** | | | |
|---|---|---|---|
| **Name** | | *To be filled by the Supervisor (if applicable)* | |
| **Staff/Matric No.** | | **Signature** | |
| **Address** (Lab/Department/Faculty/Institution) | | **Official Stamp** | |
| **Phone No.** | | | |
| **E-mail** | | **Research Vot. No.** | |

| **SECTION B : SAMPLE** (CIRCLE THE APPROPRIATE) | |
|---|---|
| **Measuring Medium** | Absorbance / Transmittance / Reflectance/ Other: _____ |
| **Sample Type** | Powder / Thin Film / Liquid / Transparent / Opaque /Glass / Fibre |
| **Wavelength range (220-2600nm)** | |

| No of sample | Name of Sample |
|---|---|
| | |
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## SECTION C: REGULATION

1. Only person with permission is allowed to use the lab facilities.
2. Applicants must be responsible for any damage items / equipment used.
3. Do not bring any foods or drinks in the lab.
4. Applicant must register in the logbook / form before use the equipment.
5. Applicant must be accompanied with other student if there is no laboratory staff in the lab.
6. List all chemicals and apparatus brought into the lab before using the equipment.

## SECTION F: DECLARATION

I, as named above, hereby **agree** to follow:

1. Regulations, safety rules and procedures given by the laboratory management.
2. Conduct all experiments in a safe and proper manner in the lab.
3. Do not perform any unauthorized lab procedure that can cause serious accidents/injuries.

Applicant's Signature: …… Date: ……

## SECTION G: CONTACT PERSON

1. Dr. Josephine Liew Ying Chyi 03-91697231/ 012-8112863
2. Puan Norliyana Mujaini 03-97696653/ 011-17623376

## PART C : DETAILS OF CHARGE (FOR OFFICE USE ONLY)

| | | | |
|---|---|---|---|
| | **UNDERGRADUATE FACULTY SCIENCE**<br>**(NOT MORE THAN 5 SAMPLES)** | | **INTERNAL (FACULTY SCIENCE)**<br>***RM 50 /SAMPLE***<br>***RM 200 / 5 SAMPLES (PACKAGE)*** |
| | **INTERNAL (UPM )**<br>***RM 200 / SAMPLE*** | | **EXTERNAL (STATUTORY BODY/GOVERNMENT SECTOR)**<br>***RM 250 / SAMPLE*** |
| | **EXTERNAL (PRIVATE SECTOR)**<br>***RM 300 / SAMPLE*** | | **OTHERS:**<br>_____ |

*** Per sample

| **Date Analysis** | **Date Completed** | **Remark** |
|---|---|---|
| | | |
| **UV Vis's analyst signature** | | |

| | |
|---|---|
| UPM UNIVERSITI PUTRA MALAYSIA BERILMU BERBAKTI | **SOKONGAN KEWANGAN**<br><br>**PEJABAT BURSAR**<br>**Kod Dokumen: SOK/KEW/BR045/HSL** |
| | **PELARASAN ANTARA PTJ (BAGI PERMOHONAN PERKHIDMATAN/BEKALAN SECARA MANUAL)** |

KEPADA : _____

DARIPADA : JABATAN FIZIK, FAKULTI SAINS, UPM

NO SIRI: _____

***(Kod PTJ/Jabatan/Tahun/Bulan/Bil.)***

**NO. MINIT JKTK :** _____

| BIL. | TARIKH | PTJ MEMBERI KOD PERKHIDMATAN | KOD PTJ | KETERANGAN BIL. | AMAUN (RM) | PTJ PENERIMA PERKHIDMATAN/BARANG (NAMA, ALAMAT & NO. TEL) |
|---|---|---|---|---|---|---|
| | | JABATAN FIZIK, FAKULTI SAINS | 64275 | PERKHIDMATAN ANALISIS UV/VIS/NIR SPECTROSCOPY<br>1 SAMPEL = RM ____<br>___SAMPEL = RM _____ | | |
| | | | | **JUMLAH (RM)** | | NO VOT : |

***SILA PASTIKAN SEMUA MAKLUMAT PENERIMA PERKHIDMATAN/BARANG DIPEROLEHI DENGAN DOKUMEN SOKONGAN.**

****SILA PASTIKAN MAKLUMAT PADA BORANG INI DIISI DENGAN LENGKAP DAN DIHANTAR KE BPOB/SEKSYEN KEWANGAN PEMBAYARAN DALAM TEMPOH 5 HARI SELEPAS PERKHIDMATAN/BEKALAN DISEMPURNAKAN**

| PTJ YANG MEMBERI PERKHIDMATAN :- | PTJ YANG MENERIMA PERKHIDMATAN :- | PENGESAHAN TERIMAAN DAN PERAKUAN PEMBAYARAN |
|---|---|---|
| NAMA : NORLIYANA BINTI MUJAINI<br>TANDATANGAN : _____<br>TARIKH: _____<br>PTJ: JABATAN FIZIK, FAKULTI SAINS, UPM<br>NO.SAMB : 03-89466647 / 011-17623376<br>VOT PERUNTUKKAN : 64275 | NAMA PENERIMA : _____<br>JAWATAN : _____<br>PTJ : _____<br>TARIKH : _____<br>TANDATANGAN : _____ | Disahkan bekalan/perkhidmatan/kerja telah diterima/dilaksanakan dengan baik dan diperakui untuk dibayar<br><br>_____<br>Tandatangan Pegawai & Cop<br><br>Tarikh : _____<br>Vot Peruntukkan : _____ |

NO. SEMAKAN : 03
NO. ISU : 02
TARIKH KUATKUASA : 09/09/2022