



**PUSAT PENGURUSAN MAKMAL  
UNIVERSITI (PPMU)**

Form Num.	UIRL/F/137
Version	1/2023
Effective Date	01/02/2023
Equipment	HPLC
Sample Serial No.	UIRL/

**ANALYTICAL CHEMISTRY & LIQUID CHROMATOGRAPHY LABORATORY**

**SAMPLE SUBMISSION FORM**

**General Rules and Requirements:**

- All information provided should be true
- Booking will be notified/updated by email
- Booking procedure
  - Complete the application form including a valid research vote number.
  - Submit the complete application form to UIRL Sample Acceptance Counter
  - Fast Lane is offered to non-UTM customers with an additional 50% charge from the normal price**
- Sample Condition & Preparation
  - PPMU has the right to cancel any analysis if the sample is suspected to have a high risk to the safety of the operator or can cause damage to the instrument during the analysis. The cost of damages will be borne by the customer.**
  - The remaining samples will be disposed of within a month after the analysis is completed.**
  - Only samples that were ready to be analyzed were accepted by the lab.
- All enquiries regarding HPLC should be forwarded to the (Science Officer, Mr. Ahmad Muslehuddin Sarun, email: [a.muslehuddin@utm.my](mailto:a.muslehuddin@utm.my), tel: 07-5557775 or Assistant Engineer, Mr. Amirul Amin Khir Anuar, email: [amirulamin@utm.my](mailto:amirulamin@utm.my), tel: 07-5557720) or visit our website at [ppmu.utm.my](http://ppmu.utm.my).

**1. APPLICANT'S PERSONAL PARTICULARS**

Name of Applicant								
Status of Applicant	<input type="checkbox"/>	Undergraduates	<input type="checkbox"/>	Master	<input type="checkbox"/>	PhD	<input type="checkbox"/>	Research
Student Matric No.								
Faculty/ Department								
Hand Phone No. & Email								

**2. SUPERVISOR DETAILS (for internal applicant and academic institution only)**

Name of Supervisor										
Staff ID No.										
Faculty/Department										
Hand Phone No.										
Email										
Mode of Payment	<input type="checkbox"/>	Cash	<input type="checkbox"/>	EFT	<input type="checkbox"/>	Log card	<input type="checkbox"/>	Invoice	<input type="checkbox"/>	Fast Lane
Payment using Invoice	Research Vot No. (e.g.: Q.J091600.24C3.01D32)									
	Balance of V29000									
Signature & Official Stamp	*A digital signature is not recommended. Any matters raised in the future are beyond our responsibilities									

**3. SAMPLE INFORMATION**

Total No. of Sample								
Name of Sample/s								
Sample Properties (please tick (v))	<input type="checkbox"/>	Toxic	<input type="checkbox"/>	Carcinogenic	<input type="checkbox"/>	Normal	<input type="checkbox"/>	
Sample Purity								
Targeted Compounds								

**4. ANALYSIS INFORMATION (please attach the copy of referred journal)**

Type of Analysis (please tick (v))	<input type="checkbox"/>	HPLC-PDA-FLUORESCENCE (AGILENT)	<input type="checkbox"/>	HPLC-PDA-FLUORESCENCE (WATERS)	<input type="checkbox"/>		
	<input type="checkbox"/>	HPLC-QDa MASS DETECTOR	<input type="checkbox"/>		<input type="checkbox"/>		
Type of Column Available	<input type="checkbox"/>	Waters, XBridge BEH C18, 4.6 x 250mm, 5 micron	<input type="checkbox"/>	Waters, XBridge Amide BEH, 4.6 x 250mm, 5 micron	<input type="checkbox"/>		
	<input type="checkbox"/>	Waters, XBridge Phenyl BEH, 4.6 x 250mm, 5 micron	<input type="checkbox"/>	ZORBAX Eclipse Plus C18, Rapid Resolution 4.6 x 100mm 3.5 micron	<input type="checkbox"/>		
	<input type="checkbox"/>	Phenomenex Gemini® 5µm NX-C18 LC column 250 x 4.6 mm	<input type="checkbox"/>		<input type="checkbox"/>		
Detector (please tick (v))	<input type="checkbox"/>	Photodiode Array (PDA)	<input type="checkbox"/>	Fluorescence (FLD)	<input type="checkbox"/>	QDa Mass Detector	<input type="checkbox"/>

**5. PHOTODIODE ARRAY & FLUORESCENCE INFORMATION**



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**SAMPLE SUBMISSION FORM**

Elution (please tick (v))	Isocratic			Gradient			
Injection Volume (µL)							
Flow Rate (mL/min)							
Stoptime (min)							
Postrun (min)							
Column Temperature (°C)							
Mobile Phase or Premix (If Isocratic)	A :	%	C :	%			
	B :	%	D :	%			
Mobile Phase Timetable (If Gradient)	Time (min)	A (%)	B (%)	C (%)	D (%)	Flow (mL/min)	Max Pressure (bar)
Signal & Band width DAD (nm)	Wavelength (Band width)			Reference wavelength(Band width)			
Signal FLD (nm)	Excitation			Emission			
Spectrum (if required)	Wavelength (nm)			Step (nm)			

**6. QDa INFORMATION**

Isocratic Solvent Management	Yes		No		
	Mobile Phase			Flow rate(mL/min)	
MS Conditions	Ionization Mode		ESI+	ESI-	
	Probe Temperature (°C)				
	Capillary Voltage (kV)		Positive (+ve)	Negative (-ve)	
	Cone Voltage (V)		Positive (+ve)	Negative (-ve)	
	MS Scan Range (Da)				
	Sampling Rate (point/second)				
	Acquisition (m/z centroid)				
	SIR Channel	Mass (Da)		Polarity (+ve)/(-ve)	
	Compound A				
Compound B					