UTM UNIVERSITI TEKNOLOGI MALAYSIA	**PUSAT PENGURUSAN MAKMAL UNIVERSITI (PPMU)**	**Form Num.**	**UIRL/F/94**
		Revision No.	**1/2024**
		Effective Date	**01/03/2024**
		Equipment	**TQGCMS**
		Sample Serial No.	**UIRL/**

ADVANCED MASS SPECTROMETRY LABORATORY
SAMPLE SUBMISSION FORM (INDUSTRY)

General Rules and Requirements:

1. All information provided should be true
2. Booking will be notified/updated by email or phone
3. Booking procedure
   a. Complete the application form including company details
   b. Submit the completed application form to UIRL Sample Acceptance Counter
   c. **Fast Lane is offered to non-UTM customers with an additional 50% charge from the normal price.**
4. Sample Condition & Preparation
   a. **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.**
   b. Samples that can be analyzed by TQ GCMS-MS are typically Organic Compounds that have **masses up to 1090 m/z, can be vaporized at 330°C or less and thermally stable, i.e. that are not decomposed by heating. Strictly no water, chloroform, strong acid or base as solvent.**
   c. References in the form of Journals / standard methods / relevant technical reports should be attached to ensure compatibility with the instrument.
   d. Applicant(s) are required to retrieve all samples after analysis.
   e. **The remaining samples will be disposed of within a month after the analysis is completed.**
5. All inquiries regarding **TQGCMS** should be forwarded to the Assistant Science Officer, Nurhariani binti Jamhari (tel: 07-5333121, email: nurhariani@utm.my) or visit our website at ppmu.utm.my

1. APPLICANT'S PERSONAL PARTICULARS								
Name of Applicant								
Hand Phone No.								
Email								
Department/Division								
Signature & Official Stamp	***A digital signature is not recommended. Any matters raised in the future are beyond our responsibilities**							
2. COMPANY DETAILS								
Name								
Registration No.								
Address								
Telephone No.								
Email								
Mode of Payment		**Cash**		**EFT**		**Invoice**		**Fast Lane**
3. SAMPLE INFORMATION								
Name of Sample								
Sample ID								
Mode of Analysis *(tick (/) one only)*		**Liquid**		**Headspace** * *(fill in section 4)*		**SPME** ** *(fill in section 5)*		
		DI-Probe		**MDGC**				
Types of Column *(tick (/) one only except for MDGC analysis)*		**BP10**		**BPX35**		**BP1**		
		BP5MS		**Solgel-Wax**		**BPX70**		
Solvent Use								

GCMS Program	
Injection Volume (µL)	
Injection Mode (Split/Splitless	
Injector Temperature (°C)	
Interface Temperature (°C)	
Ion Source Temperature (°C)	

Temperature Program	**No**	**Rate (°C/min)**	**Temperature (°C)**	**Hold Time (min)**
	1.			
	2.			
	3.			

Targeted Compounds *(attach details if not enough space)*				
4. HEADSPACE ANALYSIS *				
Incubation Temperature (°C) *(30 °C to 200 °C only)*				
Incubation Time (m:ss) *(0.10 to 1440.00 only)*				
5. SPME ANALYSIS **				
Extraction Mode *(tick (/) one only)*		**Headspace**		**Direct Immerse**
Type of Fiber *(tick (/) one only)*		**30 µm Polydimethylsiloxane (PDMS)**		
		65 µm Polydimethylsiloxane/Divinylbenzene (PDMS/DVB)		
		50/30µm DVB/Carboxen/PDMS		
		85µm Carboxen/PDMS		
		85µm Polyacrylate		
Pre Incubation Time (m:ss) *(0.10 to 100.00 only)*				
Incubation Temperature (°C) *(30 °C to 200 °C only)*				
Extraction Time (m:ss) *(0.10 to 100.00 only)*				
Desorbtion Time (m:ss) *(0.10 to 100.00 only)*				