

 UTM UNIVERSITI TEKNOLOGI MALAYSIA	PUSAT PENGURUSAN MAKMAL UNIVERSITI (PPMU)	Form Num.	UURL/F/13
		Version	1/2024
		Effective Date	01/03/2024
		Equipment	X-ray Photoelectron Spectroscopy (XPS)
		Sample Serial No.	UURL/
X-RAY & THERMAL ANALYSIS LABORATORY SAMPLE SUBMISSION FORM			

General Rules and Requirements:

1. All information provided should be true
2. Booking will be notified/updated by email
3. Booking procedure
 - a. Complete the application form including valid research Vot number.
 - b. Submit the complete application form to UURL 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 on 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. **The sample's weight for powder samples must not be less than 200mg.**
 - c. **The sample's size for solid samples is not more than 1 cm X 1 cm.**
 - d. **The remaining samples will be disposed of within a month after analysis is completed.**
5. All inquiries regarding XPS should be forwarded to the Assistant Science Officer, Mrs. Nur Syamimi binti Md Lasim, nursyamimi.mdlasim@utm.my or Assistant Engineer, Muhamad Arif bin Mislet, m.arifmislet@utm.my tel: 07-5557725 or visit our website at ppmu.utm.my.

1. APPLICANT'S PERSONAL PARTICULARS										
Name of Applicant										
Status of applicant										
			Undergraduate				Master			
Student Matric No.										
Faculty/ Department										
Hand Phone No. & Email										
2. SUPERVISOR DETAILS										
Name of Supervisor										
Staff ID No.										
Faculty/Department										
Hand Phone No.										
Email										
Mode of payment										
			Cash				EFT			
							Log card			
							Invoice			
									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										
Number of Sample										
Name of Sample										
Sample Labels										
High Resolution Scan (Elements: Ex: C 1s, Cu 2p, O 1s, Si2p)										
Type of Sample										
			Solid				Powder			
CASA Software										
			Yes				No			
Return sample										
			Yes				No			
Note: XPS is a surface sensitive technique, please do not touch the area(s) of analysis when handling the sample.										