

 UTM UNIVERSITI TEKNOLOGI MALAYSIA	PUSAT PENGURUSAN MAKMAL UNIVERSITI (PPMU)	Form Num.	UIRL/F/33
		Version	1/2024
		Effective Date	01/03/2024
		Equipment	AAS
		Sample Serial No.	UIRL/
ANALYTICAL CHEMISTRY 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 a valid research vote number.
 - b. Submit the complete 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 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 remaining samples will be disposed of within a month after analysis is completed.**
5. All enquiries regarding **AAS** should be forwarded to the Assistant Science Officer, Ms. Siti Nurul Aini Asbullah, email: snurulaini@utm.my or Ms. Nurul Shahira Ahmad Supian email: nurulshahira.as@utm.my, tel: 07-5557720 or visit our website at ppmu.utm.my.

1. APPLICANT'S PERSONAL PARTICULARS										
Name of Applicant										
Status of Applicant	<input type="checkbox"/>	Undergraduate	<input type="checkbox"/>	Master	<input type="checkbox"/>	PhD	<input type="checkbox"/>	Research	<input type="checkbox"/>	
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 (AAS)										
No. of Sample										
Type of Sample (Eg: Water, Soil)										
Name of Sample (as labeled on sample)										
Sample Properties	<input type="checkbox"/>	Toxic	<input type="checkbox"/>	Carcinogenic	<input type="checkbox"/>	Normal	<input type="checkbox"/>		<input type="checkbox"/>	
Digestion of Sample (Already Digest?)	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No (Please Fill in MOD form)	<input type="checkbox"/>	No Need	<input type="checkbox"/>		<input type="checkbox"/>	
Name of Solvent Used (if Yes)										
Element (please tick \checkmark)	<input type="checkbox"/>	Aluminium (Al)	<input type="checkbox"/>	Arsenic (As)	<input type="checkbox"/>	Cadmium (Cd)	<input type="checkbox"/>	Calcium (Ca)	<input type="checkbox"/>	
	<input type="checkbox"/>	Chromium (Cr)	<input type="checkbox"/>	Copper (Cu)	<input type="checkbox"/>	Ferum / Iron (Fe)	<input type="checkbox"/>	Magnesium (Mg)	<input type="checkbox"/>	
	<input type="checkbox"/>	Manganese (Mn)	<input type="checkbox"/>	Mercury (Hg)	<input type="checkbox"/>	Nickel (Ni)	<input type="checkbox"/>	Plumbum (Pb)	<input type="checkbox"/>	
	<input type="checkbox"/>	Sodium (Na)	<input type="checkbox"/>	Stannum / Tin (Sn)	<input type="checkbox"/>	Zinc (Zn)	<input type="checkbox"/>		<input type="checkbox"/>	
Instrument	<input type="checkbox"/>	Flame AAS	<input type="checkbox"/>	Graphite Furnace	<input type="checkbox"/>	Mercury Analyzer	<input type="checkbox"/>		<input type="checkbox"/>	