
 UTM UNIVERSITI TEKNOLOGI MALAYSIA	PUSAT PENGURUSAN MAKMAL UNIVERSITI (PPMU)	Form Num.	UURL/F/53
		Version	1/2025
		Effective Date	08/01/2025
		Equipment	EAVM
		Sample Serial No.	UURL/
		Page	1 of 3
SURFACE SCIENCE LABORATORY			
SAMPLE SUBMISSION FORM (INDUSTRY)			

General Rules and Requirements :

1.	All information provided should be true.
2.	Sample submission procedure.
	a. Complete the Sample Submission Form.
	b. For sample submission via walk-in : Submit the completed Sample Submission Form and samples to UURL Sample Acceptance Counter
	c. For sample submission via mail : Submit the completed Sample Submission Form and the samples. Samples must be packaged in a suitable container for courier delivery. The parcel should be addressed to the person in charge of the instrument, as it will be received directly by them.
3.	Fast lane is offered with an additional 50% charge from the normal price.
4.	For sample criteria and conditions, refer to UURL Sample Submission Criteria in the PPMU website at ppmu.utm.my.
5.	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. Posted samples will be received by laboratory personnel.
6.	Only samples that are ready to be analyzed are accepted by the lab.
7.	The remaining samples will be disposed of within a month after analysis is completed.
8.	Quotation will be provided upon request.
9.	Payment must be made within fourteen (14) working days after invoice is issued.
10.	Analysis duration is within fourteen (14) working days after receiving the samples.
11.	The laboratory will provide test results after the payment proof presented to the laboratory personnel.
12.	All inquiries regarding CHNS should be forwarded to the Assistant Engineer, Mr Amirul Amin Khir Anuar , email: amirulamin@utm.my or Assistant Science Officer, Ms Siti Nurul Aini Asbullah , email: snurulaini@utm.my, tel: 07-5557720 or visit our website at ppmu.utm.my.

***All pages must be submitted**

 UTM UNIVERSITI TEKNOLOGI MALAYSIA	PUSAT PENGURUSAN MAKMAL UNIVERSITI (PPMU)	Form Num.	UURL/F/53
		Version	1/2025
		Effective Date	08/01/2025
		Equipment	EAVM
		Sample Serial No.	UURL/
		Page	2 of 3
SURFACE SCIENCE LABORATORY			
SAMPLE SUBMISSION FORM (INDUSTRY)			

Application details :

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					
	I have read and agreed to the General Rules and Requirements					
2. COMPANY DETAILS						
Name						
Registration No.						
Address						
Telephone No.						
Email						
3. PAYMENT						
Method of Payment	<input type="checkbox"/>	UTM PayHub System	<input type="checkbox"/>	Invoice		
Mode of Service	<input type="checkbox"/>	Normal	<input type="checkbox"/>	Fast Lane		
4. SAMPLE & ANALYSIS INFORMATION						
Name of Sample						
Total Number of Sample/s						
Type of Sample	<input type="checkbox"/>	Powder	<input type="checkbox"/>	Solid	<input type="checkbox"/>	Gel
	* Samples must be dried and homogenized					
Sample Properties (Please tick (/))	<input type="checkbox"/>	Toxic	<input type="checkbox"/>	Carcinogenic	<input type="checkbox"/>	Others : _____



UTM
UNIVERSITI TEKNOLOGI MALAYSIA

**PUSAT PENGURUSAN MAKMAL
UNIVERSITI (PPMU)**

Form Num.	UIRL/F/53
Version	1/2025
Effective Date	08/01/2025
Equipment	EAVM
Sample Serial No.	UIRL/
Page	3 of 3

SURFACE SCIENCE LABORATORY

SAMPLE SUBMISSION FORM (INDUSTRY)

Sample i.d/Labels	
Test Required	<p>Determination percentage of Carbon, Hydrogen, Nitrogen and Sulfur (CHNS) Test Method :</p> <p><input type="checkbox"/> BS EN ISO 16948 (Solid Biofuel) <input type="checkbox"/> Elementar Vario Micro Cube</p>