	PUSAT PENGURUSAN MAKMAL UNIVERSITI (PPMU)	Form Num.	**UIRL/F/120**
		Version	**2/2025**
		Effective Date	**15/05/2025**
		Equipment	**Differential Scanning Calorimeter (DSC)**
		Sample Serial No.	**UIRL/**
		Page	**1 of 2**

X-RAY & THERMAL ANALYSIS 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 UIRL 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 Service : A priority testing service that provides results within 3 to 7 working days instead of the usual 14 working days. It is offered based on availability with an additional 50% charge from the normal price. Customers must contact the person in charge for this service.	
4.	For sample criteria and conditions, refer to UIRL 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 **DSC** should be forwarded to the Assistant Engineer, Mr. Muhamad Arif bin Mislet, m.arifmislet@utm.my or Assistant Science Officer, Mr. Mohd Izzam bin Idrus, m.izzam@utm.my or tel: 07-5610269 or visit our website at ppmu.utm.my.	

*All pages must be submitted

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X-RAY & THERMAL ANALYSIS 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	UTM PayHub System		Invoice		
Mode of Service	Normal		Fast Lane		

4. SAMPLE & ANALYSIS INFORMATION						
Name of Sample						
Total Number of Sample/s						
Sample i.d/Labels						
Type of Sample	Solid		Powder			
Sample Composition (Metal/Non-Metal/Organic/Composite etc)						
Required Temperature Range (Instrument capability is from -50 to 300 °C)	Start_____°C to End _____°C					
Approximate Melting & Decomposition Temperature (°C)						
Heating Rate / Minute (°C/min) (Standard = 10 °C/min)						
Number of Heating-Cooling Cycle						
Expected Result (Melting Point/Glass Transition/Crystallization Temp etc)						
Sample Properties	Toxic		Carcinogenic		OTHERS : _____	
Return Sample	Yes		No			