



BORANG AKUJANJI PENGGUNAAN MAKMAL UNTUK PELAJAR PROJEK TAHUN AKHIR
Laboratory Rules and Agreement for Final Year Project Students Form

ARAHAN / INSTRUCTION:

- 1 Read and understand these following rules and agreement carefully before place your signature.
- 2 Please make a copy of the agreement and show to the lab personnel when you are ask to do so.

A. MAKLUMAT PEMOHON
APPLICANT DETAILS

Nama <i>Name</i>	:	_____	No Matrik <i>Matric No.</i>	:	_____
Penyelia <i>Supervisor</i>	:	_____	Program <i>Programme</i>	:	_____
No. Tel Pelajar <i>Student's Tel. No.</i>	:	_____	Makmal <i>Laboratory</i>	:	_____
Tajuk Tesis <i>Thesis Tittle</i>	:	_____			

B. LABORATORY RULES / PERATURAN MAKMAL	
Bil. No.	ITEM / PERKARA
1	SAFETY IS A PRIORITY. Please ensure that you have read, understand and adhere to all rules and regulations in the labs. (Please read Laboratory Manual Safety Rules Faculty of Science and Technology).
2	All students must wear proper attire, which correspond to the University Dress Code. Lab coat is a MUST .
3	Closed toed shoes are MANDATORY for admittance to the labs. Students are NOT ALLOWED to wear open footwear or sandals or uncovered or high heeled shoes in the lab.
4	When running the experiment every student should bring along a small towel, a jotter/log book and safety goggles.
5	Every student must check the condition of all the equipments to be used prior starting the experiments. If there is a shortage of equipments, please inform the lecturer or the lab assistant.
6	Eating, drinking, or smoking is STRICTLY FORBIDDEN inside the labs.
7	Playing pranks and other acts of mischief are strictly FORBIDDEN .
8	Keep your work area clean and tidy. All equipments and utensils must be washed after use. Return the utensils back to their original place after the experiments.
9	Read labels carefully.
10	Label all containers to avoid errors.
11	Record the results of your experiment in your log book.
12	Unauthorized experiments, work, and preparations are NOT ALLOWED! Know and follow the specified procedures for each experiment.

13	Take every precaution to keep all chemicals from coming into contact with your skin and clothing, and away from flames.
14	Remember the location and proper use of all laboratory safety equipment, including eyewash, safety shower, fire alarm, fire extinguisher, and telephone. Clean up small spills immediately.
15	NEVER leave an ongoing experiment unattended.
16	Laboratory Glassware is fragile and dangerous if broken. Report all breakages to laboratory personnel immediately.
17	Notify your lecturer or laboratory personnel immediately of any injury, spill, fire, or explosion.
18	Notify your lecturer / laboratory personnel and follow appropriate procedures if there is a mercury spill due to a broken mercury thermometer.
19	In case the fire alarm sounds, please exit the building by the nearest safe exit. If the fire is in the room leave everything behind.
20	In the case of any other emergency, follow the instructions of the laboratory instructor and all safety personal that may have responded to the scene.

I realize that laboratory is a potentially dangerous place. Therefore, I have read and understood the lab rules and regulations as stated above and also the Laboratory Manual Safety Rules Faculty Science and Technology and I hereby agree to abide all these rules, follow the lecturer's/FST Science/Assistant Science Officer/Lab Assistant instructions, and act responsibly at all times.

Tandatangan Pemohon
Applicant Signature

Tandatangan & Cop Penyelia
Supervisor's Signature and Seal

Tarikh
Date : _____

Tarikh
Date : _____

**C. KEBENARAN MEMASUKI MAKMAL
PERMISSION ENTERING LABORATORY**

Diluluskan
Approved

Tidak Diluluskan
Rejected

Catatan
Remarks : _____

Tandatangan
Signature : _____

No. Staf
Staf No. : _____

Nama
Name : _____

No. Tel
Tel. No : _____

Jawatan
Designation : _____