



UNIVERSITI  
MALAYSIA  
KELANTAN

Tarikh terima :     /     /

**FAKULTI SAINS BUMI**  
**AKUJANJI DAN PERATURAN PENGGUNAAN MAKMAL PELAJAR**

<b>Sila ( ✓ ) pada kotak yang berkenaan :</b>	
Pra - Siswazah	Penyelidikan ( <i>GRA / RA / Enumerator</i> )
Sarjana ( <i>MSc</i> ) / Doktor Falsafah ( <i>PhD</i> )	Lain – lain : _____

**A. Maklumat Pemohon**

Nama : \_\_\_\_\_ No. Matrik : \_\_\_\_\_  
 Emel : \_\_\_\_\_ No. Telefon : \_\_\_\_\_  
 Nama Penyelia : \_\_\_\_\_ Program : \_\_\_\_\_

**B. Peraturan Makmal**

- i. **SAFETY IS PRIORITY.** Please ensure that you have read, understand and adhere to all rules and regulations in the labs.
- ii. Labs and preparation room are considered as **PROHIBITED AREA** for students. Students are **NOT ALLOWED** to enter the labs and preparation room without seeking any permission from the lecturers or laboratory staffs.
- iii. Eating, drinking, gum chewing, applying cosmetics, manipulating contact lenses, and other unsafe activities are not permitted in the laboratory.
- iv. **ALWAYS** wear a lab coat during laboratory experiments. Lab coats should not be worn outside the laboratory.
- v. Long hair, dangling jewellerys, and loose or baggy clothing are a hazard in the laboratory. Long hair **MUST** be tied back, and dangling jewellerys and baggy clothing must be secured. Shoes must **COMPLETELY** cover the foot. Sandals or open-toed shoes are **NOT ALLOWED** in the laboratory.
- vi. Make sure to wear safety glasses or face shields when working with hazardous materials and/or equipments.
- vii. Be prepared for your work in the laboratory. Read all procedures thoroughly before entering the laboratory. Never fool around in the laboratory. Horseplay, practical jokes, and pranks are dangerous and prohibited.
- viii. Unauthorized experiments, work and preparations are **NOT ALLOWED**.
- ix. Labels and equipment instructions must be read carefully before use. If you do not understand how to use the equipment, please ask for help.
- x. **NEVER** leave on-going experiment unattended.
- xi. Solid chemicals, metals, matches, filter papers, broken glasses, and other materials designated by the instructor are to be deposited in the proper waste containers, not in the sink. Follow the directions for waste disposal.
- xii. Do not return unused chemicals to the reagent container. Follow the directions for the storage or disposal of these materials.
- xiii. Keep hands away from face, eyes, mouth, and body while using chemicals or lab equipment. Wash your hands with soap and water after performing all experiments.
- xiv. Work areas should be kept clean and neat at all times. Work surfaces are to be cleaned at the end of each laboratory or activity.
- xv. All equipment or apparatus in the laboratories and preparation room belongs to the university. Students are **NOT ALLOWED** to bring any of the equipment or apparatus out of the rooms without any permission.
- xvi. Be **ALERT** and proceed with caution at all times in the laboratory. Notify the laboratory staffs immediately of any unsafe conditions or unsafe acts you observe.
- xvii. Know the location of all safety equipments in the room. These include the eye wash station and fire extinguisher.
- xviii. In case of emergency, follow the instructions of the laboratory staffs.
- xix. Emergency call after office hours 09 – 9450266 ( University Security Office )

**C. Maklumat Penyelidikan**

Tajuk Penyelidikan : \_\_\_\_\_

Jangkamasa Penyelidikan : \_\_\_\_\_ ( Bulan / Tahun )

Tarikh Mula : \_\_\_\_\_ ( hh / bb / tt )

Tarikh Akhir : \_\_\_\_\_ ( hh / bb / tt )

Kategori Penyelidikan :

[ ] Kerja Makmal [ ] Soal Selidik

[ ] Bengkel [ ] Kerja Lapangan

[ ] Lain – lain (Nyatakan) :

Makmal /Lokasi Penyelidikan : \_\_\_\_\_

**D. Perakuan Pemohon**

Saya, \_\_\_\_\_ No. Matrik : \_\_\_\_\_ dengan ini :

- [ ] telah membaca dan memahami setiap peraturan keselamatan yang telah ditetapkan dalam akujanji perjanjian ini,
- [ ] bersetuju untuk mengikuti peraturan tersebut,
- [ ] akan memberikan kerjasama yang sepenuhnya untuk mengekalkan persekitaran makmal yang selamat,
- [ ] akan bertanggungjawab ke atas penggunaan alatan, bahan kimia dan radas di dalam makmal,
- [ ] bersetuju kebenaran menggunakan peralatan atau kemudahan makmal akan ditarik balik sekiranya saya tidak mematuhi peraturan yang telah ditetapkan,
- [ ] melepaskan hak saya dari mengambil sebarang tindakan undang – undang terhadap pihak fakulti atau universiti.

Tandatangan Pemohon : \_\_\_\_\_ Tarikh : \_\_\_\_\_

**E. Pengesahan Penyelia Projek**

Ulasan : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Tandatangan & Cop Penyelia : \_\_\_\_\_ Tarikh : \_\_\_\_\_

## Pengesahan Akhir Penyelidikan

### F. Perakuan Pemohon

Saya, \_\_\_\_\_ No. Matrik : \_\_\_\_\_ dengan ini :

- [ ] telah membersihkan ruang kerja penyelidikan yang telah dijalankan,
- [ ] telah memulangkan semua alatan, bahan kimia dan radas ke tempat yang sepatutnya,
- [ ] memahami sekiranya saya gagal memenuhi syarat di atas saya boleh dikenakan tindakan yang sewajarnya oleh pihak fakulti. ( \*Dihalang dari menghantar hardbound bagi pelajar Projek Penyelidikan Tahun Akhir )

Tandatangan Pemohon :

Tarikh :

\_\_\_\_\_

\_\_\_\_\_

### G. Pengesahan Pengurusan Makmal

#### I. Bahagian Makmal

Ulasan : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Tandatangan & Cop Pembantu Makmal :

Tarikh :

\_\_\_\_\_

\_\_\_\_\_

#### II. Bahagian Unit Perkhidmatan Kemudahan Makmal ( UPKeM )

Ulasan : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Tandatangan & Cop Pembantu Makmal :

Tarikh :

\_\_\_\_\_

\_\_\_\_\_