



**Central Instrument Facility, IIT (BHU), Varanasi-221 005**  
**Internal Requisition Form FE-SEM**



Nature of Work: UG/PG/IDD/PhD./PDF/Project/ Consultancy/ Industry. (Pl. Tick)

**Req. No.:**

User Information

Name of Indenter: .....

Name of Supervisor/PI (in case of PhD/Dissertation/Project): ..... Employee ID: .....

Name & Address of Department/School: .....

Phone Number: ..... Email: .....

Date: .....

Number of Samples: ..... (**Maximum Five Sample in One Form**)

**Signature of the indenter**

Sample Name: 1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_ 4. \_\_\_\_\_ 5. \_\_\_\_\_

Sample Type : (Solid \_\_\_\_\_ /Film \_\_\_\_\_ / Powder \_\_\_\_\_) (**Tick Appropriate**)

Nature of Sample: (**Pl tick the appropriate**) **NOTE: BIOLOGICAL & MAGNETIC SAMPLE IS NOT POSSIBLE**

\* Hygroscopic or non Hygroscopic: ..... \*Organic or Inorganic:..... \*Volatile or non Volatile:.....

\*Stable below 100°C or stable below 150°C or stable below 200°C or above 200°C: .....

Have you done SEM or SPM earlier for the same sample (In case of requested for HR SEM/ HRSEM):.....

Any Other: .....

Please specify composition of the sample with formula: .....

Resolution required: .....

What are the elements expected (In case of EDS): .....

Pl. Specify if sample is **Toxic/ Hazardous/ Explosive/** etc.: .....

Do you want to present during the characterization or not? .....

Sample required be to preserve or not: Yes/ No (If NO mode of disposal): .....

Special request (if any): .....

*Signature & Remark of Operator:* ..... *Date & Time*.....

✂ - - - - -

<b>Requisition Number (CIF Office will provide) :</b>	
<b>Payment:</b>	
A. Faculty Research Support Grant / CPDA	
<b>Project Contingency ( Project code)</b>	
B. Department/School Operating Grant	
Pl. Deduct Rs.	
<b>CIF: Professor In charge</b>	<p align="center"><b>For A: Faculty Member/PI</b> (Signature with seal)</p> <p align="center"><b>For B: HoD/Coordinator</b> (Signature with seal)</p>

**FOR USE IN FINANCE OFFICE**

**Expenditure may be debit/credit to:**  
Minor Head: **Support Activities**  
Minor Sub Head: **Income from Central Instrument Facility**

<b><u>PASSED FOR PAYMENT/ ADJUSTMENT</u></b>			
For Rupees .....			
Asst.	S.O.	A.R.	D.R.