



Central Instrument Facility, IIT (BHU), Varanasi-221 005
Internal Requisition Form SEM/FE SEM/TEM & SPM



Name of Instrument/Facility: **Req. No. :**

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

User Information

Name of Indenter:

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

Name of Department/School:

Full address for communication:

Phone Number: Email:

Date:

Number of Samples: Signature of the indenter

Sample Name:

Sample Type (Solid/Film/ Powder):

Nature of Sample: **(Pl tick the appropriate)**

*Biological or Non Biological: *Organic or Inorganic:..... *Volatile or non Volatile:.....

*Hygroscopic or non Hygroscopic: *Magnetic or Weak magnetic or Non magnetic:

*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 if known:

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.....

Requisition Number (CIF Office will provide) :	
Payment:	
A. From Faculty Research Support Grant /Project Contingency/ CPDA etc.	(Pl. Tick)
(In case of project: Pl. Provide Project code:	
B. Department/School Operating Grant	
Pl. Deduct Rs.	from the grant as marked above.
	For A: Faculty Member/PI For B: HoD/Coordinator Signature with seal
Signature of Professor In charge(CIF):	

<u>FOR USE IN FINANCE OFFICE</u>
<u>Expenditure may be debited/credit to:</u>
Major Budget Head: Special Fund
Minor Budget Head: Income for CIFIC

<u>PASSED FOR PAYMENT/ ADJUSTMENT</u>				
For Rupees.....				
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