



Central Instrument Facility, IIT (BHU), Varanasi-221 005
Internal Requisition Form FT-IR



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 requirement: Powder – 10 mg; Liquid – 10 ml; Solid – 20 micron (1 cm × 1 cm)
ATR pH Value range – (Between 5 to 9)

<i>Sl. No.</i>	<i>Sample Name</i>	<i>Transmittance / Absorbance / Reflectance</i>	<i>Sampling Technique: KBr / ATR</i>	<i>Resolution</i>	<i>No of Scan</i>
1					
2					
3					
4					
5					

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

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

Special request (if any):

Signature & Remark of Operator: *Date & Time*

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

FOR USE IN FINANCE OFFICE

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

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