



Advanced Instrumentation Research Facility

JAWAHARLAL NEHRU UNIVERSITY
NEW DELHI-110067, INDIA
TEL: 011-26704600, 26704560; Tele-Fax: 011-26742604

Requisition Form for use of Facilities

Approval No.....

S. No.:.....

Date

Date:.....

Instrument to be Used:.....

Name of Chief Investigator/PI:

User Name:.....

Designation:.....

Address:.....

Tel/Mobile No.:..... Email:.....

<u>User Category:</u>	JNU	Other Govt. Institutions	Industry/Private
<u>Mode of Payment:</u>	Internal Fund Transfer	Online Transaction/ Reference no. & date	Online Transaction/ Reference no. & date
<u>Details:</u>			

Nature of Analysis:

Sample ID:.....

No. of Samples:.....

Storage Cond. :(RT, 40C'(-)21^oC,etc).....Hazard/Toxicity.....

Undertaking

- I/We undertake to abide by the safety and sample preparation guidelines and precautions during testing of my samples. I/We shall not claim for any damage/harm to my samples submitted for the analysis by AIRF equipments.
- AIRF shall not take any responsibility about the analysis, interpretation and publication of data acquired using equipments at AIRF.
- We understand that service tax will apply as per Accounts Section circular no. IX/2/1/2017-18/Finance/ dated 16.05.2017.
- Signature & Stamp of PI/head/Instt/Univ. is mandatory for approve your requisition form.
- I/We shall give due acknowledgement to AIRF and DBT grant (no. BT/INF/22/SP27315/2018, 28/09/2018) in published journals and also inform AIRF about the publications within 3 months.
- In case AIRF and DBT is not acknowledged and informed to AIRF within 3 months. I will not be allowed to use AIRF facilities in the future.**

Signature of User

Signature with Stamp

Date of submission of requisition: (User Faculty/Dean/Chairperson/Head of Institution/Chief Investigator)

Signature of AIRF Instrument In-charge

For Office Use Only:

Deposit Amount:

Details of Slip:

Signature of Depositor:



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Requisition Form for TEM/ SEM

Approval No.....

Date

Sample Preparation	EM Viewing	EDX
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S. No. _____

Date: _____

Name of Chief Investigator/PI:

User Name:.....

Designation:.....

Address:.....

Tel/Mobile No.:..... Email:.....

User Category:	JNU	Other Govt. Institutions	Industry/ Private
<u>Mode of Payment:</u>	Internal Fund Transfer	Online Transaction/ Reference no. & date	Online Transaction/ Reference no. & date
<u>Details:</u>			

Type of Sample: _____ Number of Samples: _____ Name of fixative: _____

Orientation Required:

T.S	L.S	An
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Hazard/Toxicity:

Undertaking

- I/We undertake to abide by the safety and sample preparation guidelines and precautions during testing of my samples. I/We shall not claim for any damage/harm to my samples submitted for the analysis by AIRF equipments.
- AIRF shall not take any responsibility about the analysis, interpretation and publication of data acquired using equipments at AIRF.
- We understand that service tax will apply as per Accounts Section circular no. IX/2/1/2017-18/Finance/ dated 16.05.2017.
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- In case AIRF and DBT is not acknowledged and informed to AIRF within 3 months. I will not be allowed to use AIRF facilities in the future.**

Signature of User

Date of submission of requisition

Signature with stamp

(User Faculty/ Dean/ Chairperson/ Head of Institution/Chief Investigator)

Signature of AIRF instrument In-charge

Date of submission of requisition

Note:

- Biological samples will be accepted only after primarily fixation with suitable fixative.
- For TEM, samples should be trimmed into 1.0-1.5mm thick pieces (4-5 pieces for each sample).
- For SEM, samples the thickness may be upto 1 cubic cm.
- Fixation may be done in 2.5% Glutaraldehyde and 2% paraformaldehyde made in 0.1M sodium phosphate buffer (pH 7.2). The fixed samples should be brought at AIRF, JNU in fixative or in phosphate buffer at 4°C preferably between 10am to 1pm (Working days).
- Maximum of 10 samples per requisition form will be accepted for analysis in one day.

For Office Use Only:

Deposit Amount:

Details of Slip: