**SENARAI SEMAK PERMOHONAN PENGURUSAN HARTA PENYELIDIKAN**

**UNIT AKAUN DAN REKOD HARTA,**

**BAHAGIAN KEWANGAN**

**PUSAT PENGURUSAN PENYELIDIKAN**

**ARAS 3, BLOK F54, BANGUNAN PUSAT SISWAZAH**

**81310 UTM, JOHOR** [**www.rmc.utm.my**](http://www.rmc.utm.my)



**PENDAFTARAN PEMINDAHAN HARTA (GERAN TAMAT) /**

**TRANSFER OF ASSET REGISTRATION (GRANT ENDED)**

**Dokumen yang perlu dikemukakan:**

***Documents to be submitted:***

**Item (Sila isi pada kotak yang berkaitan) /** *Item (please tick where appropriate)*

|  |  |  |
| --- | --- | --- |
| **No** | **ITEM UMUM / GENERAL ITEM** | **Pemohon****Applicant(√)** |
| **1)** | [**Borang Permohonan Pendaftaran Pemindahan Harta (GeranTamat) UTM/RMC/F/0175**](file:///C%3A%5CUsers%5CMasasry%5CDropbox%5CUnit%20Akaun%20dan%20Rekod%20Harta%5CProses%20Kerja%20UARH%5CChecklist%5CBorang%20Permohonan%20Pendaftaran%20Pemindahan%20Harta%20%28Geran%20Tamat%29.doc) yang disahkan oleh ketua projek (tandatangan & cop asal) [*Application Form For Transfer Of Asset Registration (Grant Ended) UTM/RMC/F/0175*](file:///C%3A%5CUsers%5CMasasry%5CDropbox%5CUnit%20Akaun%20dan%20Rekod%20Harta%5CProses%20Kerja%20UARH%5CChecklist%5CBorang%20Permohonan%20Pendaftaran%20Pemindahan%20Harta%20%28Geran%20Tamat%29.doc) *verified by project leader (original signature and stamp)* |  |
| **2)** | **Salinan Borang Daftar Harta Tetap KEW.PA-2 @ Daftar Inventori KEW.PA-3***Copy of Asset Registration Form KEW.PA-2 @ Inventory Registration KEW.PA-3* |  |

**Permohonan adalah untuk tindakan ketua projek bagi projek penyelidikan yang telah tamat tempoh**

***Application is to project leader for research project that has ended***

**Harta Penyelidikan boleh diserahkan kepada/ *Assets could be hand-over to:-***

1. **Ketua Projek sediada (yang memperoleh geran baru)/ *Existing Project Leader (who receive new active grant)***
2. **Makmal di Jabatan/Fakulti/ *Lab at department/faculty***
3. **Unit Pengurusan Makmal Universiti (UPMU)/ *University Laboratory Management Unit***