



Centre for Advanced Research in Sciences (CARS)  
University of Dhaka, Dhaka-1000

Ph: 966 1920-59/Ext. 3133/4618  
Email: coe@du.ac.bd  
FAX: +88-02-9667222  
Web: www.cars.du.ac.bd

## Requisition Form for Scanning Electron Microscope (SEM) Analytical Service

Name of teacher/person requesting for the service: -----

Department/Institute/Address: -----

DATE OF REQUISITION: -----

### **(A) Sample information:**

- (1) Samples ID & number -----
- (2) Sample Composition -----
- (3) Sample Type Biological / Composite Material / Gel / Thin Film / Crystalline Solid / Powder / Dispersion / Others (Please Specify)
- (4) Sample nature Non-Conducting / Conducting / Semi-Conductor
- (5) Kindly mention if your sample  
Contains *Mositure or Volatile* Moisture: Absent / Present in a small quantity / High moisture Content /  
*Organic Solvent (VOS)* None / Not sure  
VOS: Absent / Present in a small quantity / High VOS Content / None /  
Not sure
- (6) Sample stability Air and moisture stable / Hygroscopic / Decompose in air / Sublime /  
may decompose when subjected to accelerated electron

### **(B) Analytical Service required:**

- (I) Sampling Technique Dispersion in isopropanol / Platinum Coating / Critical Drying /  
Placement on Conducting Carbon tape / Other (Please Specify)
- (II) Type of Measurement needed **SEM Image only / SEM Image after Sputtering / EDX Spectra only**
- (III) Information required Morphology / Particle Size / Distribution of Particle Size / Composition  
/ Mapping
- (IV) Magnification <x2000 / x2000-x10000 / x10000-50000 / >x50000
- (V) Expected Particle Size (If > 100  $\mu\text{m}$  / 100  $\mu\text{m}$  – 1  $\mu\text{m}$  / 1  $\mu\text{m}$  -100 nm /<100nm  
needed)

Please note that Pen-drive is **not allowed** to transfer data from SEM. A **blank CD** has to be provided with the requisition form if electronic files of the SEM images and EDX spectra are requested. The electric power of the PC interfaced with the SEM is used from the basic unit and for electronic data transfer too the main unit has to be powered on. Any request for data transfer made later will require separate requisition and will be charged separately.

Category for Billing Purpose (Tick one)

Category A: DU Teachers and Students doing M.S./M.Phil/PhD under D.U.

Category B: **Foreign or local funded projects** of DU Teachers/Researchers.

Category C: Service to individual/consultant/institution/agency.

**SIGNATURE OF TEACHER/PERSON REQUESTING THE SERVICE** -----

---

**REQUIRED FOR CATEGORIES A & B:**

I hereby declare that I do/do not receive any foreign/local funding for my research (strike off as applicable).

Signature of Teacher Requesting the Service -----

**RECOMMENDATION FROM CONCERNED CHAIRMAN/DIRECTOR**

I hereby attest the above declaration and recommend that the above analysis be billed under category -----

**Name and Signature of Chairman/ Director (with seal):** -----

Department/Institute: -----

Date:

---

(FOR USE BY THE CARS):

REQUISITION BOOK ENTRY SERIAL & DATE

DATE (S) ANALYSES PERFORMED:

TOTAL NUMBER OF SAMPLES DONE:

ANALYSIS LOG BOOK ENTRY SERIAL & DATE:

\_\_\_\_\_  
Chief Scientist/Principal Scientist/Senior Scientist/Scientist/Analyst

CALCULATION OF BILL: -----

BILL NUMBER: ----- Date: -----

\_\_\_\_\_  
Principal Accounts Officer

### **Rate of the analytical services of CARS**

The following rate of analytical services of CARS

Category A: DU teachers and students doing M.S./M.Phil./Ph.D under D.U.

Category B: Local/Foreign funded project samples of D.U. teachers/researchers.

Category C: Analytical services to private/public organizations, individuals and others.

#### **SEM Measurements (rate for every 15 minute or part of filament time)**

Type of sample	SEM/EDS	Category A	Category B	Category C
Inorganic sample	SEM <i>without</i> Sputtering	Tk. 600/-	Tk. 650/-	Tk. 1500/-
Inorganic sample/Biological sample	SEM <i>with</i> Sputtering	Tk. 720/-	Tk. 780/-	Tk.1800/-
Inorganic sample	EDS	Tk. 840/-	Tk. 910/-	Tk. 2250/-

**Student/Person Name:**

**Telephone/Mobile No:**

**Email:**