Application to enter UTAR Campus to Return FYP Items to Laboratories (posted on 16th May 2020)

Please be informed that the LKC FES laboratories are open for a limited day and time during CMCO period (next week, starting 19 May 2020) to allow FYP students to return laboratory-related items. Alternatively, students are allowed to return their items after CMCO is lifted, upon further announcement from University on the guideline to access the campus.

If you are still staying nearby Sungai Long and wish to return your items, you can apply to enter the campus to return your items in the Google Sheet below. The application is subjected to approval and only limited slots available at a time to minimize physical contact on the campus. Each student is only allowed to apply for a single slot.

Please get ready all items, including documents, cleaned glassware from the lab, cleared locker, etc. before the booked slot to minimize waiting time.

Google Sheet (Only accessible with UTAR email):
Please fill in according to your programme.
https://docs.google.com/spreadsheets/d/1aRuELZDxd8kNaXS5K3l5KPvHbSjNN-wfoT-rbwW185s/edit#gid=1201936087

Returning of laboratory related items:
a. FYP claim documents and return item
b. Laboratory declaration form
c. Loaned item
d. Student Locker
e. Clearing workbench
f. Clearing chemical waste

Please take note of the SOP below when accessing the campus:
  A. Please bring your authorization letter issued by the Faculty.
  B. All visitors must be registered with our guard for getting a valid pass.
C. Before entering the campus, all visitors are required to present their updated Risk Profile in the MySejahtera apps to show their health status or to fill up the Health Declaration Form if the Risk Profile in MySejahtera apps is not available.

D. Take the Body Temperature Screening before proceed to enter the campus.

E. Practice 1-meter social distancing, frequent hand washing using soap and water, or hand sanitizer and wearing a mask if necessary.

F. Please work safely and avoid any potential hazards. Additionally, please use appropriate personal protection equipment (PPE).