****

BORANG/UPSI/PPP/KTP/0001

# PERMOHONAN PINDAAN PROJEKPERUNDINGAN /

# *APPLICATION - CONSULTATION AMMENDMENTS*

**Tambah Gugur Ahli/** *Add Drop Members*

**Tambah Masa /** *Extension of Time*

**Tukar Ketua Projek/** *Change of Head Project*

**Tukar Vot/** *Change of Vot*

**JENIS PERMOHONAN :**

#### 

**A. BUTIR PROJEK/** *PARTICULARS OF PROJECT*

|  |  |
| --- | --- |
| **Nama Ketua Projek** /  *Name of Head Project* |  |
| **Jawatan** /  *Position* |  |
| **Fak/Jab/Bhg** /  *Fac/Dept/Sect* |  |
| **Tajuk Projek** /  *Project Title* |  |
| **Kod Projek** /  *ProjectCode* |  |

**B. PERMOHONAN TAMBAH MASA /** *APPLICATION FOR EXTENSION OF TIME*

|  |  |
| --- | --- |
| **Tempoh Projek Asal**/  *Original Projecth Period* |  |
| **Tempoh Tambah Masa**/  *Duration of Extended Time* |  |
| **Justifikasi Tambah Masa/** *Justification for Extension of*  *Time* |  |

**\* Nota :Pemohon diwajibkan mengemukakan carta gantt bagi menggambarkan keseluruhan cadangan projek yang hendak dijalankan** */ Applicants must submit a Gantt chart to illustrate the overall proposed project to be conducte*

**C. PERMOHONAN TAMBAH DAN GUGUR AHLI PROJEK /** *APPLICATION TO ADD AND DROP PROJECT MEMBERS*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Permohonan Tambah Ahli Projek/ *Application to Add Project Member(s)*** | | | | |
| **Name/***Name* | **No. Pekerja/**  *Staff No.* | **Fakulti/Program/**  *Faculty/Programme* | **Justifikasi/** *Justification* | **Tandatangan/** *Signature* |
|  |  |  |  |  |
| **Permohonan Gugur Ahli Projek/ *Application to Drop Project Member(s)*** | | | | |
| **Name/***Name* | **No. Pekerja/**  *Staff No.* | **Fakulti/Program/**  *Faculty/Programme* | **Justifikasi/** *Justification* | **Tandatangan/** *Signature* |
|  |  |  |  |  |

**D. PERMOHONAN TUKAR VOT** / *APPLICATION FOR CHANGE OF VOT*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Vot** | **Perkara/**  *Item* | **Perincian Baharu**  **(Jika ada tambahan)** | **Vot Asal (RM)/**  *Original Vot(RM)* | **Vot Baru (RM) /**  *New Vot (RM)* |
| **21000** | **Perjalanan dan Sara Hidup/**  *Travels and Transport* | **SEPERTI DALAM LAMPIRAN** | | |
| **23000** | **Komunikasi dan Utiliti/**  *Communication and Utilities* |
| **24000** | **Sewaan/**  *Rentals* |
| **27000** | **Bekalan dan Bahan Program/**  *Supplies and Programme Materials* |
| **29000** | **Perkhidmatan Iktisas /**  *Professional Services* |
| **35000** | **Aksesori, peralatan dan perisian /**  *Accessories, equipments and softwares* |

**Justifikasi Tukar Vot** */ Justifications for change of Vot* :

TERDAPAT PERUBAHAN DALAM JUMLAH BAGI HONORORIUM PERUNDINGAN BERDASARKAN BEBAN KERJA PROJEK

**Pengesahan** */ Confirmed*

………………………………… ..................................................

**Tandatangan Ketua Projek** / **Tandatangan Dekan/Timbalan Dekan**

*Signature by the Project Leader* **Penyelidikan)**/

*Signature by the Dean/Deputy Dean (Research)*

Lampiran

**PERINCIAN PERBELANJAAN (PROJEK PERUNDINGAN 2024-0177-PP-01)**

**PROGRAM PENTAULIAHAN PROFESIONAL UNTUK PEGAWAI PENDIDIKAN TINGGI, JABATAN PENDIDIKAN POLITEKNIK DAN KOLEJ KOMUNITI KEMENTERIAN PENDIDIKAN TINGGI**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **VOT** | **EXPENSE ITEM DETAIL** | | **VOT V.2** | **VOT V.3** |
|  |  | |  |  |
|  |  | |  |  |
|  |  | |  |  |
|  |  | |  |  |
|  |  | |  |  |
|  |  | |  |  |
|  |  | |  |  |
|  |  | |  |  |
|  |  | |  |  |
|  |  | |  |  |
|  |  | |  |  |
|  |  | |  |  |
|  |  | |  |  |
|  |  | |  |  |
|  |  | |  |  |
|  |  | |  |  |
|  |  | |  |  |
|  |  | |  |  |
|  |  | |  |  |
|  |  | |  |  |
|  |  | |  |  |
|  |  | |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **TOTAL** | | |  |  |