

 CREAM CONSTRUCTION RESEARCH INSTITUTE OF MALAYSIA	Construction Research Institute of Malaysia (CREAM), Makmal Kerja Raya Malaysia, 1 st Floor, Lot 8, Jalan Chan Sow Lin, 55200 Kuala Lumpur, MALAYSIA Tel: +603 – 9281 0800 Fax: +603 – 4050 2649 Email: general@cream.com.my Website: http://www.cream.com.my	Issue : 1
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APPLICATION FOR MKRM SERVICES	AMS
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Inspection & Sampling Services
 Testing Services
 Calibration Services

A. APPLICANT'S INFORMATION

Company's Detail		Applicant Representative	
Name		Contact Person	
Address		Designation	
Tel (Office)		Mobile Phone	
Fax (Office)		Email	

B. PRODUCT'S INFORMATION

Project Title					
Product Name					
Sampling Location (if any)					
Date of Inspection & Sampling (if any)					
Product Description & Standard	Sample / Calibration	Qty	Standard	Description (etc dimension, range, coefficient factor)	Type of Test
	Please use attachment if this space is insufficient (Applicant needs to fill up Attachment A only)				
Additional Document (if any)	<input type="checkbox"/> Design Calculation <input type="checkbox"/> Mill Cert <input type="checkbox"/> Drawing <input type="checkbox"/> Manufacturing Manual (Calibration) (Please provide these document prior commencement of services)				
Any deviation from mentioned standard?	<input type="checkbox"/> Yes		<input type="checkbox"/> No		
	If yes, please state reasons:				
	Disclaimer : Any deviation from conforming standard requested by Applicant, CREAM will not be responsible on validity of the results				
Sample Management	Date of sample received				
	Specified sample condition	Please specify:			
	Request for deviation from specific condition (as mentioned above)	<input type="checkbox"/> Yes		<input type="checkbox"/> No	
	Disclaimer : Any deviation from specific condition requested by Applicant, CREAM will not be responsible on validity of the results				
Disposal of sample	<input type="checkbox"/> To be disposed by MKRM (except for massive concrete product)		<input type="checkbox"/> To be collected by Applicant		

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C. EXTERNALLY PROVIDED PRODUCTS AND SERVICES (OUTSOURCE)

Outsource testing will be performed due to unforeseen event (laboratory does not have the resources or competence to perform the services, equipment breakdown etc.)

Agree

Disagree

D. ADDITIONAL INFORMATION

Request for witness

Yes

No

Collection of report

Self-collect

By courier

E. DECLARATION OF APPLICANT

I have read and agreed to abide the Terms and Conditions relating to acceptance of products for testing. I hereby declare that the details furnished above are true and correct; and I undertake to inform you of any changes therein, immediately. In case any of the above information is found to be false or untrue or misleading or misrepresenting, I am aware that I may be held liable for it.

Name

Signature or Applicant's Stamp

IC No.

Date

F. RECEIVED BY (MKRM PERSONNEL)

Name

Signature or MKRM Personnel's Stamp

Date

G. INTERNAL USE (OFFICE ONLY)

Accept

Reject
Reason:

Withdrawal by Client

Job Ref No.

A

M

S

/

/

/

Job Ref No. shall be filled based on date of MKRM received AMS Form

Requirement of Testing

Manpower

Equipment

Standard

Current

Obsolete

Deviate

Test Method by Client

Externally Provided
Products and Services
(Outsource)

Payment

Type of Payment

Cash

Cheque / Bank draft / CDM / Online Banking

Payment Reference No (Receipt):

Payment Date:

Invoice No

Amount (RM)

Verified & Reviewed by

Name

Signature

TERMS AND CONDITIONS

1. This form is supplied for the convenience of the Clients and remains the property of Construction Research Institute of Malaysia (CREAM), Makmal Kerja Raya Malaysia (MKRM). It shall be used for the submission of samples to MKRM.
2. It is deemed to the Clients responsibility to deliver all samples in a condition suitable for transportation.
3. CREAM will perform the Services in compliance to the Malaysian Standard (MS), British Standard (BS), American Standard (ASTM), Eurocode (EN), International Standard (ISO), other international standard or test method agreed by Clients.
4. CREAM personnel shall handle, store and prepare all samples with care.
5. CREAM reserved the right to cancel the application if CREAM or other externally provided products and services (outsourced) does not have capabilities to perform the services.
6. CREAM reserved the right to cancel the application if there is any deviation between request and agreed contract that may impact the integrity of the laboratory or the validity of the results.
7. CREAM reserved the right not to start performing the services until such payment is made.
8. CREAM reserved the right not to produce/provide the Test/Inspection Report for the client until such payment is made. CREAM will write a notice of any pending payment to the client and the client shall have to make the payment within thirty (30) days from the date of invoice.
9. One (1) set of test/inspection/calibration shall be issued to the nominated address for each application for MKRM services. The issuance of test/inspection/calibration is within:
 - a) Test report (under scope of accreditation) : five (5) working days
 - b) Test report (not under scope of accreditation) : ten (10) working days
 - c) Calibration report : five (5) working days
 - d) Inspection report : five (5) working days
10. The test/inspection/calibration report produced is solely for the client business operation and not for advertising purposes. CREAM accepts no responsibility if the client uses the test report for any other purpose.
11. A test/inspection/calibration report shall be issued in respect of Terms & Conditions and shall be related only to the actual sample tested. The test result represents the actual sample only not its duplication or mass productions.
12. The test/inspection/calibration report shall not be amended, changed, verified or modified in any manner by client or otherwise. The test report is not a quality assurance certification and NEITHER an endorsement certificate. Should the client intend to reveal the test report the client shall present such report in full and in entirety.
13. Amendment to test/inspection report requested by Client shall only be allowed within three(3) months from date of the test/inspection report and shall be limited to maximum three (3) times, after either case whichever occurs earlier, a new test report shall be issued and replace the previous one (having error(s) or lack of information). Issuance of Amendment Report to the original Test Report shall be for the followings:
 - a) Misprints and typo errors
 - b) Missing technical information
 - c) Test data not reported
 - d) Mistake in reporting of test data
14. Any amendment of test/inspection/calibration report excluding from clause No 13, additional fee shall be incurred to the Client.
15. Reproduction of the report is not permitted except in full, with written approval from Chief Executive Officer, CREAM.
16. CREAM has the right to take any necessary action should the client has breached any provision of terms of services in this Terms and Conditions.
17. Term and Condition of Application for MKRM Service (AMS) shall apply at all times. Copy available upon request
18. CREAM shall not voluntarily disclose confidential information without the client prior written consent or otherwise
19. In the event, there is an investigation from a Government Regulatory Agency concerning the Client Test/Inspection Report, CREAM may disclose the information pertaining to the test/inspection report for purposes of such investigation.