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|  | **LAPORAN KEMAJUAN PROJEK**  **DI BAWAH TABUNG AMANAH JINM UPM**  *PROGRESS REPORT FORM FOR*  *PROJECT UNDER THE JINM UPM TRUST FUND*  **TAHUN :** |  |

**Borang ini perlu dikemukakan kepada Pusat Hubungan dan Jaringan Industri (CiRNeT), UPM**

*This form needs to be submitted to Centre for Industrial Relations and Networks (CiRNeT), UPM*

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|  | 6 bulan*/6 months* |  |  |  | 12 bulan*/12 months* |

*Sila tanda (/) di ruang yang berkenaan (Please tick (/) in the appropriate space).*

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| **A. MAKLUMAT AM PROJEK GENERAL PROJECT DETAILS** | | | |
| 1. Tajuk Projek  *Project Title* |  | | |
| 2. Nombor Kod ID Projek  *ID Project Code No.* |  | 3. No. Vot Tabung  Vote Number |  |
| 4. Tarikh Mula Projek  *Commencement date* |  | 5. Tarikh Tamat Projek  End date |  |
| 6. Tempoh Projek (bulan)  *Project duration (month)* |  | | |
| 7. Nama Ketua Projek  *Project Leader’s Name:* |  | | |
| 8. PTJ  *Institution:* |  | | |
| 9. Jabatan/Makmal  *Department/Laboratory* |  | | |
| 10. No. Telefon  *Telephone Number:* |  | 11. E-mel  *E-mail:* |  |
| Nama Ahli Projek  *Co-Project’s Name* | PTJ  *Institution* | Jabatan/Makmal  *Department/Laboratory* | Telefon  *Telephone* |
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| **B. LAPORAN KEMAJUAN** *PROGRESS REPORT* | | | |
| 1. Objektif Projek  *Project Objective(s)* |  | | |
| 2. Hasil Projek / *Project Output* |  | | |
| 3. Bilangan Penglibatan (Jika Ada)  *No. of Involvement (If Any)* | |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | **PENGLIBATAN** | | | | | **KEMAJUAN** | | | | **Pegawai Akademik** | **Pegawai Bukan AkademIk** | **Pelajar** | **Pegawai Agensi** | **Lain- lain (Swasta/**  **NGO/dll)** | ***Bil. Sasaran***  ***(A)*** | ***Bil.Terlibat***  ***(B)*** | ***%***  ***Pencapaian***  ***(B/A x 100)*** | |  |  |  |  |  |  |  |  | | | |
| 4. Impak Projek / *Project Impact* |  | | |
| 5. Pencapaian milestone/ *Milestone’s achievement* | | | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Bil** | **Milestone** | **Tarikh asal pencapaian**  *Milestone date* | **Pencapaian (Ya/Tidak)**  *Achievement (Yes/No)* | **Tarikh sebenar/**  *Actual completion date* | |  |  |  |  |  | |  |  |  |  |  | |  |  |  |  |  | |  |  |  |  |  | |  |  |  |  |  | | | | |
| 6. Perlaksanaan dan prestasi projek / I*mplementation and progress of project:* |  | 7. Peratus prestasi projek semasa  *Current progress of project* |  |
| 8. Perancangan kerja hingga akhir projek. *Work planning until the end of project* |  | | |
| 9. Isu dan masalah yang dihadapi.  *Issues and problems/constraints forces, if any:* |  | | |
| 10. Cadangan Penyelesaian. *Proposed solution(s)* |  | | |
| 11. Ringkasan aktiviti projek dalam tempoh laporan. *Summary of the progress report:* |  | | |

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| **C. LAPORAN KEWANGAN (Isi yang berkaitan sahaja)\*** *FINANCIAL REPORT (Kindly fill in the relevant details only)* | |
| **JUMLAH KESELURUHAN** *GRAND TOTAL (RM)* |  |
| **JUMLAH YANG TELAH DIBELANJA (RM)** *TOTAL RECEIVED (RM)* |  |
| **PERATUS BELANJA** *PERCENTAGE EXPENDITURE* |  |

*\*Sila lampirkan penyata kewangan terkini daripada Pejabat Bendahari*

*\* Please attach the financial transaction slip from Bursar’s office*

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| **D. PERAKUAN KETUA PROJEK** *DECLARATION OF PROJECT LEADER* | | |
| Saya mengaku bahawa segala maklumat yang diberikan di atas adalah betul dan benar.  I declare that all information given above is correct and true.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
| Tarikh Date: |  | Tandatangan Ketua Projek dan Cap Rasmi  Signature of Project Leader and Official Stamp |

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| **E. PERAKUAN OLEH PENGARAH BERTANGGUNGJAWAB** *DECLARATION BY RESPONSIBLE DIRECTOR* | |
| Nama Pusat Tanggungjawab  *Name of Responsible Centre* | PUSAT HUBUNGAN DAN JARINGAN INDUSTRI (CiRNeT) UPM  *CENTRE FOR INDUSTRIAL RELATIONS AND NETWORKS (CiRNeT) UPM* |
| Nama Pengarah yang Bertanggungjawab  *Name of Responsible Centre’s Director* |  |
| Tandatangan Pengarah  *Director’s Signature* |  |
| Tarikh  *Date* |  |