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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)* |

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| **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)*** |
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| 4. Impak Projek / *Project Impact* |  |
| 5. Pencapaian milestone/ *Milestone’s achievement* |
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| **Bil** | **Milestone** | **Tarikh asal pencapaian***Milestone date* | **Pencapaian (Ya/Tidak)***Achievement (Yes/No)* | **Tarikh sebenar/***Actual completion date* |
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| 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 RasmiSignature 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* |  |