



# INSTITUT KIMIA MALAYSIA

MALYSIAN INSTITUTE OF CHEMISTRY

(Inaugurated on 8 April 1967, incorporated under Chemists Act 1975 on 1 November 1977)

127B, JALAN AMINUDDIN BAKI, TAMAN TUN DR ISMAIL, 60000 KUALA LUMPUR

TEL: 603-7728 3272 FAX: 603-7728 9909

EMAIL: [ikmhq@ikm.org.my](mailto:ikmhq@ikm.org.my)

WEBSITE: <http://www.ikm.org.my>

FACEBOOK: Institut Kimia Malaysia

## APPLICATION FORM FOR IKM TRAVEL GRANT TO ATTEND INTERNATIONAL / REGIONAL / LOCAL CONFERENCE / SEMINAR / OFFICIAL VISITS

*(Please fill all particulars. Do not leave any blanks. If none, state "none" or "nil" or "not known yet")*

1. Name of Conference / Seminar / Official Visit

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2. Purpose

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2.1. Title of Paper

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2.2. Has Paper been accepted as paper or poster session?

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3. Place

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4. Period

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5. Particulars of Participant

5.1. Name : \_\_\_\_\_

5.2. Date of Birth : \_\_\_\_\_

5.3. Present Appointment : \_\_\_\_\_

5.4. Has application been made to Department / Agency in which applicant works?

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5.5. Year of IKM Membership : \_\_\_\_\_

5.6. No. of years of current membership : \_\_\_\_\_

5.7. Any dues (Subscription, Benevolent Fund, Education Fund not paid)?

Yes / No (If yes state what dues)

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5.8. Services to IKM activities (attach sheet if required)

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6. Have you received a grant previously from IKM?

If so, state when, and the amount(s).

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7. Application sent to other sources for funds.

Name of Source (s) and Amounts asked for

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Has application been approved? Yes / Awaiting reply / No

8. Details of expenditure

8.1. Air Fare (State Apex / Economy / Others and Airline)

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8.2. Route Taken (State any stops on the way)

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8.3. Registration Fee : \_\_\_\_\_

8.4. Subsistence : \_\_\_\_\_

9. Frequency of Conference / Seminar / Official Visit (Annually, etc.)

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10. If not approved, expenses will be borne by eg. self 30%, employing organization 40%, organizer 30% (state %)

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11. Benefits to IKM / Country

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12. Approval from relevant Authority (eg. Ministry of Home Affairs, Ministry of Foreign Affairs) if the Conference / Seminar / Official Visit is held in a communist country

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13. How often has the applicant attended Conferences / Seminars / Official Visits? (Not necessarily only through IKM but all-inclusive eg. COSTED, FACS, etc)

13.1. This years (20) No of Times

i. Purpose : \_\_\_\_\_

Place : \_\_\_\_\_

Period : \_\_\_\_\_

Expenses paid by whom : \_\_\_\_\_

ii. Purpose : \_\_\_\_\_

Place : \_\_\_\_\_

Period : \_\_\_\_\_

Expenses paid by whom : \_\_\_\_\_

13.2. Previous one (1) year (9) No of Times :

i. Purpose : \_\_\_\_\_

Place : \_\_\_\_\_

Period : \_\_\_\_\_

Expenses paid by whom : \_\_\_\_\_

*Note: If insufficient space, please attach appendix*



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13.3. Previous one (2) year (19) No of Times:

- i. Purpose : \_\_\_\_\_  
Place : \_\_\_\_\_  
Period : \_\_\_\_\_  
Expenses paid by whom : \_\_\_\_\_

*Note: If insufficient space, please attach appendix*

14. Declaration

***I hereby declare and affirm that the particulars given above are true to the best of my knowledge. If subsequent to this application, the situation as to answer changes, I will inform IKM accordingly.***

Signature & Date : \_\_\_\_\_

I/C No : \_\_\_\_\_

Appointment : \_\_\_\_\_

***NOTE: Please attach your latest CV together with the application form***