**申請購買化學品/危險物品**

**APPLICATION FOR PURCHASING OF CHEMICALS/DANGEROUS GOODS**

\*除遞交此表格致安健及環境事務辨公室，部門亦可經電郵提出申請。

\*Other than using this form, application can also be made by sending an email to HSEO.

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| **申請人** **Requester** |  |
| **申請人電郵** **Requester e-mail** |  |

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| **研究計畫主持人****Principal Investigator (P.I)** | **研究計畫主持人電郵** **P.I e-mail**  | **研究計畫主持人內線電話****P.I extension** |
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| **部門/學院****Department/Faculty** | **實驗室房號****Laboratory room no.** | **日期 (日/月/年)****Date (dd/mm/yy)** |
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| **項目編號****Item code** | **危險物品名稱****Name of dangerous goods** | **包裝規****Packing size** | **商品名稱****Brand name** | **數量****Qty** | **HSEO 審核****HSEO endorsement** |
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| 由HSEO填寫理由:Justification by HSEO: |

備註: 請參閱背頁指引

Note: Please refer to the guidelines on the back page

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| 申請人簽名Requester signature | 安健及環境事務辨公室簽名HSEO signature |

1. 把本申請表交到安健及環境事務辨公室。

 Please submit this application form to Health, Safety and Environmental Affairs (HSEO).

1. 安健及環境事務辨公室撰寫有關申請的研究報告及評語。

HSEO will provide a report or comment of the requested material.

1. 安健及環境事務辨公室將完成的研究報告書交回申請部門。

 HSEO will then return the report or comment to the requested departments.

1. 申請部門須把購物申請表及上述的申請購買危險物品之報告書一同交到採購處，以便監測及控制危險品運送至澳門大學之新校園。

In order to monitor and control transporting of dangerous goods into new campus, departments should submit the purchase requisition form with the report prepared by HSEO to Procurement Section which will proceed the application for approval from the delegated entity.

5. 請把表格交回至安健及環境事務辨公室N6-4011

Please return the complete form to HSEO at N6-4011

6. 如有任何本詢，請與賈蓮娜 (內線： 4235；電郵： adelinac@umac.mo) 或 陳學文 (內線： 4234；電郵： manchan@umac.mo)

For enquiry, kindly contact Ms. Adelina Carreiro (ext. 4235; E-mail: adelinac@umac.mo) or Mr. Man Chan (ext. 4234; E-mail: manchan@umac.mo)