



Production Work Implementation Model at the Center – Advanced Design and
Measurement Procedures / Advanced Design and Manufacturing Center

QF 0003/35- 1.0

Number

date

Requesting party information

Party (Internal/External)		Department		
Project and its number		project manager		
Phone		address		
Application submission date		Request type	<input type="checkbox"/> urgent	<input type="checkbox"/> normal

Required materials

1	Name of the material	Unity	number	Specifications (if any)	Raw material cost	Manufacturing cost	Total costs	comments
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
Total								

Cost calculation by percentage

Side (Internal/External)	University ratio	Cost	Percentage of person responsible for the activity	Cost
Side (Internal)	%70		%30	
Side (External)	%50		%50	



Production Work Implementation Model at the Center – Advanced Design and Measurement Procedures / Advanced Design and Manufacturing Center	QF 0003/35- 1.0
---	-----------------

applicant		Signature and date	
-----------	--	-----------------------	--

project manager		Signature and date	
-----------------	--	-----------------------	--

Opinion of the head of the department Advanced measurement and design

Head of the department		Signature and date	

Nomination of Director of Advanced Design and Manufacturing Center

Director of Advanced Design and Manufacturing Center		Signature and date	

University President's Decision

<input type="checkbox"/> OK and the request is :transferred to	<input type="checkbox"/> Supplies Department (if raw materials are available in (warehouses <input type="checkbox"/> Purchasing Committee (in case raw materials are not available (in warehouses <input type="checkbox"/> Raw materials provided by the applicant		
<input type="checkbox"/> Disagree according to my :observations			
University President		Signature and date	

Procedures of the Supply Department Manager (in receiving and delivering raw materials)

Director of Supplies Department		Signature and date	



Production Work Implementation Model at the Center – Advanced Design and Measurement Procedures / Advanced Design and Manufacturing Center	QF 0003/35- 1.0
---	-----------------

:A copy for each of

- Director of Advanced Design and
Manufacturing Center
- CFO