



भारतीय प्रौद्योगिकी संस्थान गुवाहाटी  
INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI  
Department of Mechanical Engineering  
Strength of Materials Laboratory

FORM : SM-3

**Application for working on project equipment (i.e., equipment not belonging to the SM lab) in SM lab**

**Category: For those students/project staff who want to work regularly on project equipment installed in SM lab**  
*Permission for Ph.D students is valid for their entire programme period. Permission for BTP/MTP/Others is valid for one semester.*

Name of the student/Project Staff				
Roll No./Department				
Mobile number				
Category (Please tick )	BTP	MTP	Ph.D	Project-Staff
Period of permission (for BTP/MTP and Project staff only)	From July –To- Dec		From Jan-To-June	

1. BTP, MTP, Ph.D students and Project Staff under this category are allowed to work only on their respective project equipment any time including holidays. They are not allowed to use any of the SM lab equipment without taking permission using Forms: SM-1/ SM-2 and in the absence of laboratory staff.
2. Students (not the project staff) who wish to work on both the project and SM lab equipment need to submit both the forms SM-2 and SM-3.
3. Names of students/staff under this category will be given to the security person for issuing the SM lab key. Students/staff can get the key issued from the security personnel upon production of ID-card and entering their names in the **ISSUE REGISTER** available with the security.
4. Punitive action will be taken on the student/staff (who issues the key) for misusing the lab facilities and allowing unauthorized students/persons to work on SM lab equipment. Further, students/staff will be held responsible for any loss or damage of SM lab items when they are working beyond the office hours and on holidays.

Date : \_\_\_\_\_

\_\_\_\_\_  
Signature of the Student/Project Staff

Remarks and / or recommendation of the Supervisor/PI

\_\_\_\_\_  
Name and signature of the Supervisor/PI

Date : \_\_\_\_\_

Dept./Section/Centre : \_\_\_\_\_

**For Lab use only**

- (a) Submitted Form SM-3 only
- (b) Submitted Form SM-2+SM-3

\_\_\_\_\_  
Signature of the Faculty in-charge  
SM Laboratory