



**RECOMMENDATION OF 3<sup>RD</sup>-PARTY TESTING LABORATORY  
IN RELATION TO FINGERPRINT COATING CERTIFICATE FOR RETAINED  
PAINT SAMPLE**

**GENERAL REQUIREMENTS**

The 3<sup>rd</sup>-party testing laboratory shall:

- i. Be independent and shall not be the manufacturer, supplier, designer or owner of the tested items, nor the authorized representative or a subsidiary of any of these parties;
- ii. Be free from any undue commercial, financial and other pressures which may interfere with their independence, judgement capability and integrity;
- iii. Possess a benchtop FTIR spectrophotometer for FTIR structural test;
- iv. Have at least one IMM certified Coating Fingerprint Quality Controller (FPQC) signatory personnel;
- v. Be listed in the “Recommended list of 3<sup>rd</sup>-party testing laboratories” by Institute of Materials, Malaysia; and
- vi. Be recognized by the owner for a grace period of at least 3 years. After the grace period, the appointment as the 3<sup>rd</sup>-party testing laboratory for Coating Fingerprint Certificate shall be made based on its accreditation by authorized body

NOTE: Compliance to ISO/IEC 17025 General requirements for the competence of testing and calibration laboratories is encouraged but not compulsory.



**RECOMMENDED 3<sup>RD</sup>-PARTY TESTING LABORATORIES LISTING FORM**

To be filled by Applicant (Section I to IV)

**SECTION I: DETAILS OF COMPANY/INSTITUTION**

Name : \_\_\_\_\_ Reg. No. : \_\_\_\_\_  
 Address : \_\_\_\_\_  
 Tel. No. : \_\_\_\_\_ Fax No. : \_\_\_\_\_  
 Website : \_\_\_\_\_ Email : \_\_\_\_\_

Company/Institution is accredited to the following:

Skim Akreditasi Makmal Malaysia (SAMM) / MS ISO/IEC 17025  
 Others: \_\_\_\_\_

**SECTION II: DETAILS OF APPLICANT**

Name : \_\_\_\_\_ Position : \_\_\_\_\_  
 Tel. No. : \_\_\_\_\_ Email : \_\_\_\_\_

**SECTION III: DETAILS OF THE APPLICATION**

We are interested to be listed as a 3<sup>rd</sup>-Party Testing Laboratory in relation to the following:

Fingerprint Coating Certificate for retained paint sample  
 Others: \_\_\_\_\_

Name of the certified personnel : \_\_\_\_\_  
 IMM Membership No. : \_\_\_\_\_

**SECTION IV: PAYMENT INFORMATION**

New Registration : RM200 (WAIVED until 31<sup>st</sup> December 2023)

Payment Type :  Cheque/Telegraphic Transfer/Bank Draft\*  Interbank Transfer/Cash Deposit

Details of the bank account are as follows. Please email the transaction receipt/bank-in slip to [secretariat@iommm.org.my](mailto:secretariat@iommm.org.my).

Account Name : Institute of Materials, Malaysia  
 Account No : 8009055156 Swift Code : CIBBMYKL  
 Bank Name : CIMB Bank Berhad Country : Malaysia

\* Please send the cheque to Suite 515, Level 5, Block A (Lobby B), Kelana Center Point, No.3, Jalan SS 7/19, Kelana Jaya, Petaling Jaya, 47301 Selangor

Signature of applicant:

Company/institution's official stamp:

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



**NOTE: Completed application form and proof of payment shall be submitted before 31<sup>st</sup> December 2019.**

**To be filled by authorized IMM personnel**

<b>Checklist for the Recommendation of 3<sup>rd</sup>-Party Testing Laboratory in relation to Fingerprint Coating Certificate for retained paint sample</b>	
<ul style="list-style-type: none"> <li>• <u>Staple</u> this checklist on the front page of each application form.</li> <li>• <u>Attach</u> all the documentations and manual/online <b>application form</b>.</li> </ul>	
<b>SECTION 1: Requirement of the laboratory</b>	
<b>SECTION 1.1: Accreditation</b>	<b>Remarks</b>
Company/Institution is accredited to the following: [ ] SAMM / MS ISO/IEC 17025 [ ] Others (Specify _____)	
Date of last audit	
Pending/ Unresolved non-compliances report (If any)	
<b>SECTION 1.2: Competency of FTIR Analyst</b>	<b>Remarks</b>
Haw many years of experience? (Min: One year)	
Qualification	
Professional Membership	
<b>SECTION 2: FTIR Spectrophotometer</b>	
<b>SECTION 2.1: Description of Benchtop FTIR</b>	<b>Remarks</b>
Brand and Model	
ATR Crystal material	
No. of background scans (min 32)	
No. of sample scans (min 32)	
Resolution (4 cm <sup>-1</sup> )	
Spectral range (min 4000 – 700 cm <sup>-1</sup> )	
<b>SECTION 2.2: Calibration and Maintenance</b>	<b>Remarks</b>
Calibrated by [ ] In-house [ ] 3 <sup>rd</sup> -party (Specify _____)	
Last calibration date	
Last Maintenance Record	
<b>SECTION 2.3: Analysis</b>	<b>Remarks</b>
Standard operation procedure (SOP)	
<b>SECTION 3: Certified Coating Fingerprint Quality Controller (FPQC)</b>	<b>Remarks</b>
Name of FPQC	
IMM membership number	
Certificate no. of Certified Coating Fingerprint Quality Controller (FPQC)	