

SCHOOL OF CIVIL & ENVIRONMENTAL ENGINEERING

PROJECT INFORMATION FORM

This form is required by the Technical Services Committee in order to assign tasks, priorities and resources in the Infrastructure and Materials Laboratories. Completed forms should be returned to Paul Gwynne.

Project title:							
Academic Supervisor:				Supervisor Signature:			
Project type: (please indicate)	Type 1 – Postgraduate/staff research		Type 2 – Undergraduate teaching/research		Type 3 – Externally funded consulting/research		
Student:							

BRIEF PROJECT SUMMARY

RESOURCES - Clearly specify exactly what equipment, staff and time resources and laboratory space are required. Indicate funding source and account numbers for the purchase of consumables and/or equipment.

TRAINING – For project types 1 and 2, clearly specify how the student will be trained by a staff member (academic or technical) so they will be able to conduct the tests themselves without constant supervision and assistance.

TIMING - Clearly specify the proposed timing of all laboratory and training activities, including start dates and estimated completion dates.

Please attach additional information (for example drawings, proposed testing schedule) that will assist with allocating resources.

Number of pages (including attachments):

For Technical Services Committee Use

Date received:	Document Number:	Staff:
LSA Training:	Green Lab Training:	RIPA Induction: