



UMK/B01.02.15/04/2026

Tarikh Kuatkuasa: 20 April 2026

**BORANG DEKLARASI PENGURUSAN SOALAN PEPERIKSAAN AKHIR
FINAL EXAM QUESTION MANAGEMENT DECLARATION FORM**PEJABAT TIMBALAN NAIB CANSOLOR (AKADEMIK & ANTARABANGSA)
THE OFFICE OF DEPUTY VICE CHANCELLOR (ACADEMIC & INTERNATIONAL)**A. MAKLUMAT PEGAWAI BERTANGGUNGJAWAB / RESPONSIBLE OFFICER INFORMATION**

NAMA / NAME	
NO. STAF / STAFF NO.	
JAWATAN / POSITION	
NO. TELEFON / TEL. NO.	
EMEL / EMAIL	

**B. DEKLARASI KESELAMATAN & KERAHSIAAN OLEH PEGAWAI BERTANGGUNGJAWAB /
SECURITY & CONFIDENTIALITY DECLARATION BY RESPONSIBLE OFFICER**

Saya dengan ini mengaku bahawa: / I hereby declare that:

- Proses cetakan soalan peperiksaan telah dilaksanakan mengikut prosedur yang ditetapkan.**
The printing process of the examination questions was carried out in accordance with the established procedures.
- Semua dokumen soalan peperiksaan dikendalikan dalam keadaan selamat dan sulit sepanjang proses cetakan.**
All examination question documents were handled in a secure and confidential manner throughout the printing process.
- Bilangan naskhah yang dicetak adalah tepat seperti yang diluluskan.**
The number of copies printed was exactly as approved
- Semua lebihan cetakan, draf, dan salinan rosak telah dilupuskan dengan kaedah yang selamat.**
All excess prints, drafts, and defective copies were disposed of using secure methods.
- Proses pembungkusan dibuat dengan sempurna, dilabel dengan jelas dan mengikut keperluan pusat peperiksaan.**
The packaging process was carried out properly, clearly labeled, and in accordance with the requirements of the examination center.
- Bungkusan soalan peperiksaan telah disimpan di tempat yang selamat sebelum edaran.**
The examination question packages were stored in a secure location prior to distribution.
- Saya tidak akan mendedahkan sebarang maklumat berkaitan soalan peperiksaan kepada mana-mana pihak tanpa kebenaran rasmi.**
I will not disclose any information related to the examination questions to any party without official authorization.

.....
Tandatangan Pegawai Bertanggungjawab / Signature of Responsible Officer

Tarikh / Date:

C. PENGESAHAN KETUA SEKSYEN.....
Nama / Name:

Jawatan / Position:

Tarikh / Date:

D. PENGESAHAN PENGARAH.....
Nama / Name:

Jawatan / Position:

Tarikh / Date:

Nota: Sila pastikan borang ini dilengkapkan dan dikembalikan semula kepada Pusat Pengurusan Akademik