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IT User Access Request Form

Please note that this form must be completed and signed off prior to access being granted or changes made to user accounts. By requesting this access, you explicitly agree to all policies and guidelines set forth by the UBX Tanzania Management.

User & Request Type

☐ Employee	☑ Contractor /Consultant	☐ Student
☐ New Access	☐ User Termination	☐ Change/Amend Access

Requestor Information:

Applicant Full Name	ANDREW STANSLAUS MASHAMBA		
Title:	Contractor		
Email:	andrew @yamala.co.tz	ID Number:	
Department:		Manager:	Gaspar Shiliba

Access Requirement:

Network Folder Access		Access Level	
Folder name		☐ Read Access ☐ Write & Delete	
Folder name		☐ Read Access ☐ Write & Delete	
Folder name		☐ Read Access ☐ Write & Delete	
Folder name		☐ Read Access ☐ Write & Delete	
Server Access		Access Level	
Server Name	192.168.0.79	☑ RDP Access ☑ Admin Access	
Server Name	172.25.27.109	☑ RDP Access ☑ Admin Access	
Server Name	172.25.27.65	☑ RDP Access ☐ Admin Access	

Other Access Required

Please Complete In detail:	VPN ACCESS

Authorization

Username:	Andrew Mashamba	Date	07/08/2025
Signature:			
Snr Manager/Manager:		Date	
Signature:			

Reason: Continuation of reconciliation system development.
Duration: Access for 30 days only.