

TO BE FILLED IN BY - HR

(For administration purpose only)

First Name:	<input type="text" value="Keyur"/>	Middle Name:	<input type="text"/>
Last Name:	<input type="text" value="Parikh"/>	Start Date:	<input type="text" value="2020-12-16"/>
Department:	<input type="text" value="Information Technology"/>	Designation:	<input type="text" value="Jr Business Analyst"/>
HR Signature:	<input type="text"/>	Date:	<input type="text" value="2021-01-05"/>
Employee ID:	<input type="text"/>		

TO BE FILLED IN BY - HOD

Authorised HOD :	<input type="text" value="asd"/>	Date :	<input type="text" value="2021-01-05"/>
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Location:	<input type="checkbox"/> Ruislip <input checked="" type="checkbox"/> Home Based
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Application Access Requirement (Check that may apply)	E-mail Access Requirement (Check that may apply)	Internet Access Requirement (Check appropriate options)
<input checked="" type="checkbox"/> RDP Access(Remote Login)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes
<input type="checkbox"/> e-CTD	<input type="checkbox"/> No	<input type="checkbox"/> No

Other Requests: 123456789

Application Access Requirement (Check that may apply)				
<input checked="" type="checkbox"/> Special Orders	<input checked="" type="checkbox"/> Finance KPI		<input type="checkbox"/> PLPI	
<input type="checkbox"/> Customer Service	<input type="checkbox"/> Finance Enterprise		<input type="checkbox"/> WMS	
<input type="checkbox"/> Annual Planner	<input type="checkbox"/> BNS-SOP (Customer Order)		<input type="checkbox"/> TPS	
<input type="checkbox"/> Purchase Order	<input type="checkbox"/> Request Purchase Order		<input type="checkbox"/> MCS	
<input type="checkbox"/> Price Matrix	<input type="checkbox"/> RSM-Management		<input type="checkbox"/> DMS	
<input type="checkbox"/> Colorama Logistic	<input type="checkbox"/> Project Management		<input type="checkbox"/> PMS	
<input type="checkbox"/> Room Booking System	<input type="checkbox"/> Warehouse Stock Control		<input type="checkbox"/> POD	
<input type="checkbox"/> BNS-Loyalty	<input type="checkbox"/> Purchase Order india		<input type="checkbox"/> HR Recruitment	
<input type="checkbox"/> Payroll System India	<input type="checkbox"/> Report Server		<input type="checkbox"/> Meeting Management	
Access Rights:	<input type="checkbox"/> Manager	<input type="checkbox"/> Normal		
Site:	<input type="checkbox"/> SPE	<input type="checkbox"/> SPE-L	<input type="checkbox"/> WHO-L	<input type="checkbox"/> LAX
	<input type="checkbox"/> CON-L	<input type="checkbox"/> WHO-G	<input type="checkbox"/> CON-G	

Other Requests:

PLPI Modules List (Check that may apply)		
<input checked="" type="checkbox"/> Regulatory Task	<input type="checkbox"/> Regulatory Log	<input type="checkbox"/> Product Add
<input type="checkbox"/> Product/ Product EMVO Report	<input type="checkbox"/> Label Size	<input type="checkbox"/> Carton Size
<input type="checkbox"/> Manufacturer	<input type="checkbox"/> PPM Receive(Checker)	<input type="checkbox"/> Packing List
<input type="checkbox"/> Batch Checker	<input type="checkbox"/> PPM Receive(Goods IN)	<input type="checkbox"/> Batch Allocation <input type="checkbox"/> Supplier
<input type="checkbox"/> Modify Batch Allocation	<input type="checkbox"/> Batch Allocation Shift <input type="checkbox"/> Change Audit Log	<input type="checkbox"/> BNS Batch Add
<input type="checkbox"/> Print Label	<input type="checkbox"/> Print Leaflet	<input type="checkbox"/> Print Braille
<input type="checkbox"/> Printer	<input type="checkbox"/> Leaflet Folding	<input type="checkbox"/> Double Check
<input type="checkbox"/> Production Controller	<input type="checkbox"/> Assembly Room	<input type="checkbox"/> Room Log
<input type="checkbox"/> Destroy Label	<input type="checkbox"/> BNS Batch SEQ	<input type="checkbox"/> Unlock User
<input type="checkbox"/> PPM Receive (Stock Con)	<input type="checkbox"/> PPM Audit	<input type="checkbox"/> PPM Audit History
<input type="checkbox"/> Production Checking	<input type="checkbox"/> Release Log Sheett	<input type="checkbox"/> Pre QP
<input type="checkbox"/> Released Labels	<input type="checkbox"/> Supp Info	<input type="checkbox"/> Recovery
<input type="checkbox"/> Batch History	<input type="checkbox"/> IPC View Print	<input type="checkbox"/> Release Pack List
<input type="checkbox"/> User Reg	<input type="checkbox"/> Check Performance	<input type="checkbox"/> Users
<input type="checkbox"/> MISC	<input type="checkbox"/> External Batch Scanning / <input type="checkbox"/> Summary (FMD Goods In)	<input type="checkbox"/> FMD Print Label
<input type="checkbox"/> Decommissioning	<input type="checkbox"/> EMVO Stolen and Intended for destruction (FMD)	<input type="checkbox"/> EMVO Report (FMD)

MCS (Check that may apply)		
Access Type(select any one) Buyer / QA-JR / QA-SR / QC-JR / QC-SR / QC-MR / Goods In-JR / Goods In-SR / Read Only		
<input checked="" type="checkbox"/> Supplier	<input type="checkbox"/> Manufacturer	<input type="checkbox"/> Product Linking
<input type="checkbox"/> RM Code	<input type="checkbox"/> Sampling	<input type="checkbox"/> RM Testing
<input type="checkbox"/> Receive Order	<input type="checkbox"/> PCL	<input type="checkbox"/> ReTest
<input type="checkbox"/> Add RM Code	<input type="checkbox"/> Options	<input type="checkbox"/> Container
<input type="checkbox"/> COA	<input type="checkbox"/> QC Prints	<input type="checkbox"/> Water Protocol
<input type="checkbox"/> Water Test		

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2021-01-20

Head of Department (Name & Signature)

TO BE FILLED IN BY - SOFTWARE DEPARTMENT

Application Access Requirement (Check that may apply)			
<input type="checkbox"/> Special Orders	<input type="checkbox"/> Finance KPI	<input type="checkbox"/> PLPI	
<input type="checkbox"/> Customer Service	<input type="checkbox"/> Finance Enterprise	<input type="checkbox"/> WMS	
<input type="checkbox"/> Annual Planner	<input type="checkbox"/> BNS-SOP (Customer Order)	<input type="checkbox"/> TPS	
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<input type="checkbox"/> BNS-Loyalty	<input type="checkbox"/> Purchase Order india	<input type="checkbox"/> HR Recruitment	
<input type="checkbox"/> Payroll System India	<input type="checkbox"/> Report Server	<input type="checkbox"/> Meeting Management	
Access Rights:	<input type="checkbox"/> Manager	<input type="checkbox"/> Normal	
Site:	<input type="checkbox"/> SPE	<input type="checkbox"/> SPE-L	<input type="checkbox"/> WHO-L
	<input type="checkbox"/> CON-L	<input type="checkbox"/> WHO-G	<input type="checkbox"/> CON-G

Notes:

Application ID:

PLPI Modules List (Check that may apply)		
<input type="checkbox"/> Regulatory Task	<input type="checkbox"/> Regulatory Log	<input type="checkbox"/> Product Add
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<input type="checkbox"/> Batch Checker	<input type="checkbox"/> PPM Receive(Goods IN)	Batch Allocation <input type="checkbox"/> Supplier
<input type="checkbox"/> Modify Batch Allocation	Batch Allocation Shift <input type="checkbox"/> Change Audit Log	<input type="checkbox"/> BNS Batch Add
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<input type="checkbox"/> User Reg	<input type="checkbox"/> Check Performance	<input type="checkbox"/> Users
<input type="checkbox"/> MISC	External Batch Scanning / <input type="checkbox"/> Summary (FMD Goods In)	<input type="checkbox"/> FMD Print Label
<input type="checkbox"/> Decommissioning	EMVO Stolen and Intended for <input type="checkbox"/> destruction (FMD)	<input type="checkbox"/> EMVO Report (FMD)

<div>MCS</div> <div>(Check that may apply)</div>		
<div>Access Type(select any one)</div> <div>Buyer / QA-JR / QA-SR / QC-JR / QC-SR / QC-MR / Goods In-JR / Goods In-SR / Read Only</div>		
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<input type="checkbox"/> RM Code	<input type="checkbox"/> Sampling	<input type="checkbox"/> RM Testing
<input type="checkbox"/> Receive Order	<input type="checkbox"/> PCL	<input type="checkbox"/> ReTest
<input type="checkbox"/> Add RM Code	<input type="checkbox"/> Options	<input type="checkbox"/> Container
<input type="checkbox"/> COA	<input type="checkbox"/> QC Prints	<input type="checkbox"/> Water Protocol
<input type="checkbox"/> Water Test		

Signaure Here

dd/mm/yyyy

Software Engineer (Name & Signature)

TO BE FILLED IN BY - IT DEPARTMENT

Assigned User ID:

File Server Access	Internet Firewall Access Assigned	Windows Domain Assigned
<input type="checkbox"/> G Drive	<input type="checkbox"/> Limited Internet Access	<input type="checkbox"/> Ruislip
<input type="checkbox"/> S Drive	<input type="checkbox"/> Full Internet Access	<input type="checkbox"/> Perivale
<input type="checkbox"/> F Drive	<input type="checkbox"/> No Internet Access	

E-mail ID created	
<input type="checkbox"/> @bnshealthcare.com	<input type="checkbox"/> @bnsgroup.co.uk
<input type="checkbox"/> @thamelabs.co.uk	<input type="checkbox"/> @colorpharm.co.uk
<input type="checkbox"/> @bnscolorama.co.uk	<input type="checkbox"/> @bnsthamelabs.co.uk
<input type="checkbox"/> @waymade-laxmico.co.uk	<input type="checkbox"/> None

Signaure Here

Head of Department (Name & Signature)

2021-03-11

TO BE FILLED IN BY - IT HEAD

Remarks:

Signaure Here

Software Engineer (Name & Signature)

dd/mm/yyyy