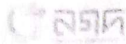


PAF00813



Portal User ID Create Request

Version: v2025.01

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Terms & Conditions <ul style="list-style-type: none">By submitting this request, the requester agrees to maintain the confidentiality of login credentials and not share them with unauthorized personnel. Any misuse of access may result in disciplinary action.The requester agrees to use the provided User ID strictly for work-related activities and in compliance with the organization's IT policies. Unauthorized activities may lead to suspension or termination.Access will be periodically reviewed. If the requester changes roles, resigns, or no longer requires access, it is their responsibility to notify the IT Security Team for deactivation.All access granted must comply with the organization's security guidelines, regulatory requirements, and data protection policies. Any security breach resulting from negligence may lead to legal consequences.	Reference No: Request Date: 07/10/2025 Request Type: <input checked="" type="checkbox"/> Create New User <input checked="" type="checkbox"/> Grant access to existing user Username (if user exist):
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Requester Information	
Name	: Md. Naimur Rahman Emon
Employee ID	: 251207
Designation	: Territory Officer
Phone No.	: 01321158297
Department	: Regional Sales
Email	: naimur.rahman@nagad.com.bd
Division	: Sales

Request Details	
Portal Name / URL	: TM Portal
Portal Role	: TM
Access Mode	: <input checked="" type="checkbox"/> Permanent <input type="checkbox"/> Temporary
Beginning Time	:
Till Date (if temporary)	:
Purpose of Request	: Uddokta Registration Approval
<div style="text-align: right;">Naimur 7.10.25 Signature with Date</div>	

Requester's Line Manager Approval	
Name	: Md. Shakil Hossain
Employee ID	: 180128
Designation	: Area Manager
Phone No.	: 01704161034
Email	:
I understand that it is my responsibility to confirm the justification (Purpose of Request) of the Access request mentioned by the requester.	
Comment (if any):	:
<div style="text-align: right;">Shakil 13/10/2025 Signature with Date</div>	