



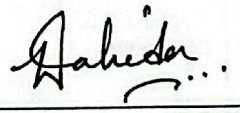
Portal User ID Create Request

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: <u>May 26, 2025</u> Request Type: - <input checked="" type="checkbox"/> Create New User <input type="checkbox"/> Grant access to existing user Username (if user exist):
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Requester Information			
Name	:	Wahida Wali	
Employee ID	:	200446	
Designation	:	Assistant Manager – Contact Center & Complaint Management	
Phone No.	:	01755607471	Email : <u>wahida.wali@nagad.com.bd</u>
Department	:	Customer Service	Division : Business Support & Service Assurance

Request Details	
Portal Name / URL	: CC Portal
Portal Role	: CO
Access Mode	: <input checked="" type="checkbox"/> Permanent <input type="checkbox"/> Temporary
Beginning Time	:
Till Date (if temporary)	:
Purpose of Request	: For Contact Center & Complaint Management related daily operational activity as per Business Requirement.
EMP IDs: 18364, 18365, 18366, 18367, 18368, 18369, 18370, 18371, 18372, 18373, 18374, 18375, 18376, 18377, 18378, 18379, 18380, 18381, 18382, 18383, 18384, 18385, 18386, 18388, 18389, 18390	
Signature with Date  <u>200446</u>	

Requester's Line Manager Approval	
Name	: Sabbir Ahmed
Employee ID	: 241174
Designation	: SAVP - Service Operation Management
Phone No.	: 01322938819
Email	: <u>sabbir.ahmed@nagad.com.bd</u>
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):	