

## **Portal User ID Create Request**

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## Terms & Conditions

- 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:

24.06.2025 Request Date:

Request Type: -

**La Create New User** 

☐ Grant access to existing user

Username (if user exist):

	Requester Information
Name	: NASRIN YOUSUF.
Employee ID	: 230997
Designation	: Deputy Manager
Phone No.	: 01329654919 Email : naskin yousuf@ nagod. ca
Department	: AML/CFT Division: Internal Control and Com

**Request Details** 

Portal Name / URL

Portal Role

Access Mode

**Beginning Time** 

Till Date (if temporary)

Purpose of Request

AML/CFT ( Mye - Soremy)

Signature with Date

## Requester's Line Manager Approval

Name

: MUHAMMAD ANISUR RAHMAN BHUYAN

Employee ID

Designation

: 251290 : Head of Internal Control and Compliance & Internal Audit

Phone No.

:01321158286

Email

: anisurca nagad .com. bd

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):