# Catch All Others / Other Services

This catalogue is for service requests that has no matching current service catalogues.

How to create a ticket under Catch All Others?

1. Access FJGlobal link – https://fjglobal.service-now.com/fjglobal_csm.
2. Login with your G07 email and password.
3. Choose Request for Service.

4. In Categories, choose Philippine Service Requests then Catch All Others.
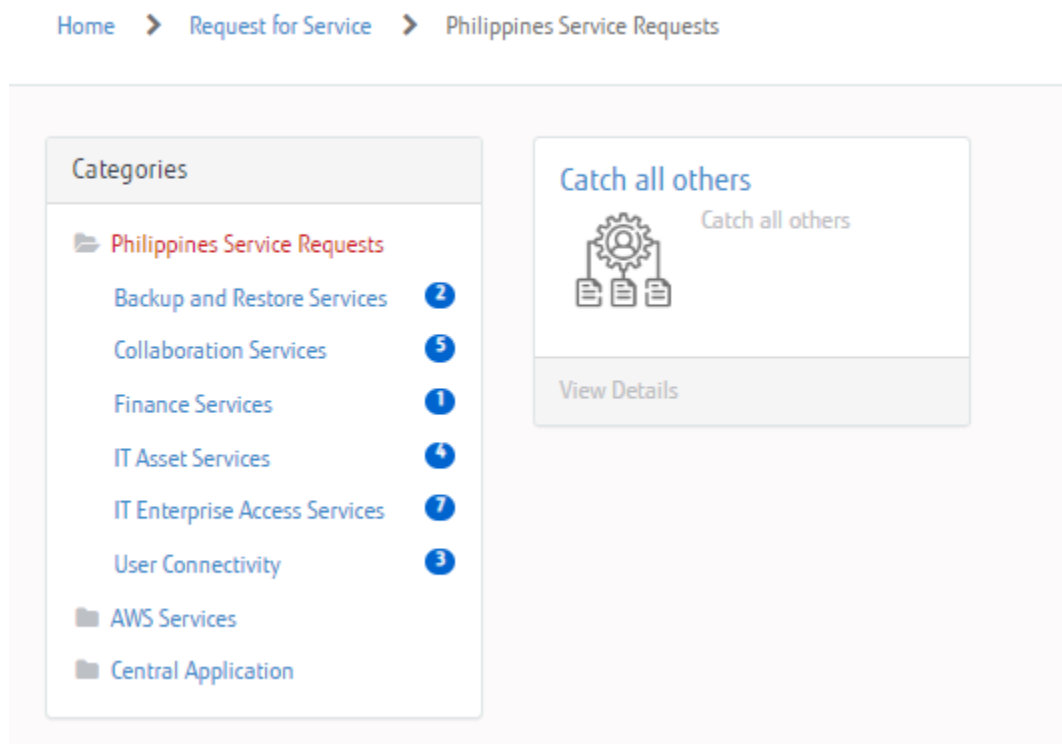
5. Add all necessary information as stated below.

    Requested For User can be modified if you are requesting for your teammates, team members, Managers, etc.

    Account Type is default.

    Service Request Type are as follows,

    Short Description and Description to provide details of request

    Add Attachment of your Manager's approval

6. Submit ticket.
7. This ticket will be routed for approval of Security Team.
8. Once ticket has been approved, ticket will be assigned to End User Support Onsite Team.