

INCIDENT MANAGEMENT



USER ACCEPTANCE FORM

CUSTOMER DETAIL		TROUBLESHOOTING DATE/TIME	
NO. INC COMPANY		RECEIVE DATE START BRREAKFIX	DATE: TIME:
BRANCH		FINISH BREAKFIX	DATE: TIME:
USER NAME		STATUS	
CONTACT NO.			
HARDWARE DETAIL MODEL DEVICE ST	: Desktop General Laptop General La	Iaptop General ET Tools ☐ Laptop Ex	xecutive
MONITOR ST :			
INCIDENT MANAGEMENT DETAIL REPAIRE ONLY NEGLIGENCE - STOLEN NON CUSTOMER FAULT - REPLACEMENT			
REPLACEMENT		E - STOLEN E - REPAIRABLE	☐ NON CUSTOMER FAULT - REPLACEMENT☐ DEFECT ON ARRIVAL
		E - UNREPAIRABLE	DELECT ON ARRIVAL
DETAIL PROBLEM/CASE			
CUSTOMER COMMENT:			
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REPAIRE DETAIL :			
ADDITIONAL INFORMATION (if Needed)			
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JOB SETTLEMENT STATEMENT			
The undersigned agrees that the scope of work above has been completed.			
Delivered by,		Received by,	
Name :		Name :	
Date :	litra Solusi Telematika	Date :	Customer
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