

SERVICE REQUEST FORM

PT. MITRA TRANSAKSI INDONESIA

Service Request No	
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*REQUESTOR INFORMATION (mandatory filled by requestor)			
Date	: 26 Juni 2023		
Requestor Name	: Endang Suyatna		
Title	: Senior Manager	Phone	: 085697885077
Department	: Project Controller	Email	: endang.suyatna@yokke.co.id

*CHANGE INFORMATION (mandatory: iled by requestor)			
Type of Change	Adhoc tccei		BAU
	<input type="radio"/> Data	<input type="radio"/> Infra	<input type="radio"/> Data <input type="radio"/> Infra
Description of change requested	: Create User untuk akses (upload & download) file Himbara ke SFTP Folder IP SFTP: 192.168. 37.130 Dari Vpn : 1. dheo.prasetyo@local dan wifi YokkeUser_NugraSantana 2. dicky.oktariano@local dan Ip 172.19.44.84		
Change needed by (date)	:		
Reason for the change and impact	: Upload dan Download File Himbara ke SFTP Folder		

Requestor		Acknowledge
Requester Sign Off	Group Head	Director/ SEVP
Name: Endang Suyatna Date: 26/06/2023		Name: Angga Fitra Wardhana Date: 26/06/2023
Reviewer		
Risk Management Head (Data Adhoc Only)	Director/SEVP Risk Management (Data Adhoc Only)	Director/SEVP IT (Data Adhoc Only)
Name:	Name:	Name:
Date:	Date:	Date:

CHANGE IMPACT EVALUATION (filled by Requestor, confirm by Reviewer)								
Change Type	<input checked="" type="checkbox"/>	Application	<input type="checkbox"/>	Hardware	<input type="checkbox"/>	Network	<input type="checkbox"/>	Operating System
	<input type="checkbox"/>	Data	<input type="checkbox"/>	Security	<input type="checkbox"/>	Database	<input type="checkbox"/>	Other:
Change Priority	<input checked="" type="checkbox"/>	High	ChangeliImpact			<input type="checkbox"/> High		
	<input type="checkbox"/>	Medium				<input type="checkbox"/> Medium		

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Environments impacted	<input type="checkbox"/>	DC	0	DRC	<input type="checkbox"/>	Development/Test	<input type="checkbox"/>	Internal Office					