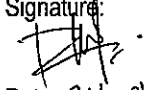# IT - USER REQUEST FORM
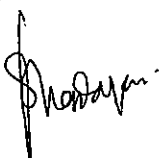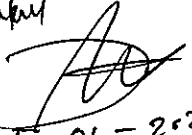
Date Raised (dd-mm-yyyy)		24-01-2024	Ref. barcode no: (Please stick IT request barcode into this field)
Service Desk ticket No (to be filled up by SSC IT)			
When Required (dd-mm-yyyy)	24-01-2024		
Application:	☐ SAP ☐ WMOS ☐ MARIS ☐ Others ( ) ☐ LAN Access ☐ Email Access ☐ Internet Access		

Type of Request Form

		☐ Common User/Employee	☐ Mutation User/Employee	☐ Resigned User/Employee
Description of Request	Pembuatan Folder Sharing penyimpanan drawing MC. Custom RAGIL JEFRY ILHAM DHARMA			
Asset to be *(Superior must fill this point)*		☐ Maintained by IT ☐ Maintained by Each BU ☐ Maintained by Mutation Employee ☐ Others ( )		☐ Maintained by IT ☐ Maintained by Each BU ☐ Maintained by Mutation Employee ☐ Others ( )
Business Benefit	Support Operational			
User Request Raised By	Name: Ragil Isha Rahmanto Employee ID (NPK): 5639 Signature: Date: 24·01·2024·			
Phone (Including extension number)	Ext:			
Mobile Phone (HP) Number	085861247484			
Email	ragil@astra-daido.co.id			
Department	Supply Chain & IT			
Business Unit / AFCO	PT. Astra Daido Steel Indonesia			

Approved By BU Management (Department Head)	**Approved by EIC** (SAP related only)
Name: VITRI·H· Signature: Date:	Name: Rafur Signature: Date: 25-01-2024 *Note for SAP : additional user ID will impact data security risk & SAP performance
Approved by SSC IT Security Team	**Approved by SSC IT Local Support**
Name: Signature: Date:	Name: Rafur Signature: Date: 25-01-2024