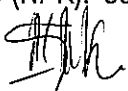



## IT - Install, Modify, Add, Change (IMAC) Request Form

<b>Date Raised (dd-mm-yyyy)</b>	07 November 2024	<b>Barcode Ref. No:</b> ( Please stick IT Barcode number into this field )	
<b>Service Desk ticket no (to be filled up by SSC IT)</b>			
<b>When required / Due Date (dd-mm-yyyy)</b>	28 Oktober 2024		
<b>Type of IMAC Request</b>	<input checked="" type="checkbox"/> PC/Laptop Deployment / Installation / Modification <input type="checkbox"/> Printer Deployment / Installation / Modification <input type="checkbox"/> Hardware Add/Change* <input type="checkbox"/> Software Add/Change* <input type="checkbox"/> Move (within same site only)** <input type="checkbox"/> Others*  <small>*Please indicate specific component to be added/changed under <i>Description</i> below  **Please indicate 'From' and 'To' locations under <i>Description</i> below</small>		
<b>Description of request</b>	- Request : Tiket permintaan open port USB PC Admin HT (ip : 227.212) - Reason : Kondisi saat ini Tablet HT tidak dapat terhubung dengan tablet untuk cetak foto lampirin pada Work Order		
<b>Business Benefit</b>	Untuk menunjang operasional kinerja Admin HT, proses cetak IC terganggu karena WO tidak ada lampiran FG.		
<b>IMAC Request Raised by</b>	Name: Medi Krisnanto Employee ID (NPK): 5661 Signature:  Date: 07 November 2024		
<b>Phone (including extension number)</b>	Ext:		
<b>Mobile phone (HP) number</b>	0813 1641 3835		
<b>Email</b>	medi.krisnanto@astra-daido.co.id		
<b>Department</b>	Fin, Acc, HRGA, Procurement & IT		
<b>Business Unit / AFCO</b>	PT. Astra Daido Steel Indonesia		
<b>Approved By BU Management</b> (Respective Department Head)	Name: Martinus Cahyo R Signature:  Date: 07 November 2024	<b>Approved By BU EIC</b> (For Investment / Procurement Request) Signature: Date:	Name: Signature: Date:

**Note:**

1. Please put this IT change request form into drop box in HR Local Support in your area. If you need assistance, please call SSC Service Desk call center from your office phone at <VoIP Code at your location>-8-88-1188 or (021) 2998-1188 and press "1 (IT support)".
2. Please also note down your reference barcode number above (top right side) for your reference when you call SSC Service Desk.