附件二：

**机房出入申请表**

|  |  |  |  |
| --- | --- | --- | --- |
| **姓名** |  | **访问目的** |  |
| **联系电话** |  | **陪同人** |  |
| **访问对象** |  | **携带物品** |  |
| **访问时间** | **\_\_\_\_\_年\_\_\_\_\_月\_\_\_\_\_日\_\_\_\_\_时\_\_\_\_\_分至\_\_\_\_\_时\_\_\_\_\_分** | | |
| **机房管理员意见** | **签名：**  **日期：\_\_\_\_\_年\_\_\_\_\_月\_\_\_\_\_日** | | |
| **信息安全主管意见** | **签名：**  **日期：\_\_\_\_\_年\_\_\_\_\_月\_\_\_\_\_日** | | |
| **备注** |  | | |