

06/07/18 -1

Exp: 06/07/19

Process Owner: IT Operations	FORM	F-ITO-SEC-1.1
	Security Exception Request	

Items I, II, III, IV, V, VI to be accomplished by the IT Operations
 Items VII, VIII, IX to be accomplished by Requesting Business Unit

I. Request Information		
Requesting Business Unit	Engineering	
Requestor	Engr. Vladimir Baga	
Date Requested	June 7 2018	Time: 12:37 PM
Date Required	June 7 2018	
Receiving IT Operations Personnel	Arnold Legaspi	
Ticket number	201807969	


II. Detailed Request Information
<p>Request: All access except for social media sites and YouTube for getting office supplies and engineering materials to soaps and cleaning materials quotations.</p> <p>Proposed Validity of Request: 365 days</p> <p>IP Address: 172.18.131.198</p> <p>Location: PH1 Ayala Floor</p>

III. Impact of the request fulfillment (Brief Description)
<p>IT Operations Infrastructure:</p> <p>Desktop Computer, Web Browsers installed in PC</p> <p>IT Security Infrastructure:</p> <p>Firewall</p> <p>IT Operations Security Policy:</p> <p>5.2 Internet Usage Policy under PPM-ITO-SEC-1.0 - Corporate Information Security Policies</p>

IV. Potential IT Operational Risk
Denial of Service due to bandwidth congestion and viruses.

V. Risk Response Method to be used
Accept the risks associated to allowing websites access.

VI. IT Operations Endorsement	
Name and Signature:	Date:
Arnold Legaspi	06/07/18

	Proprietary and Confidential		Page 1 of 2
			Template Version : 01

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VII. Business Justification and validity period of security exception

VIII. Top Management Representative Approval	
Name and Signature: Joy Sebastian 	Date:

IX. Information Security Team Approval (If applicable)	
Name and Signature:	Date: