

# ISOLUTION SYSTEM USER CREATION REQUEST FORM REPORT

## Basic Request Information

*Signed this and make approval from CEO or DCEO or other concerned authority and scan it and upload in approval form*

Field	Value	Field	Value
Request ID	1	Request Date	2025-11-05
Requested By	nix1947	Department	Administration
Request Type	New Access	Status	Pending

## Personal Information

Field	Value	Field	Value
First Name	test	Middle Name	test
Last Name	test	Gender	Male
Email	manojit.gautam@gmail.com	Nationality	Nepali
Phone No	9818284095	Mobile No	9849536801
SSN	N/A		

## Document & Office Information

Field	Value	Field	Value
Document Type	Citizen	Designation	Assistant 4
Citizen No	1	Branch	head_office
Province	Koshi Province	Contact Email	it@rbs.gov.np

## System Access Permissions

Permission	Status	Permission	Status
Approve Transaction	NO	Back Date	NO
Regional Head	NO	Branch Manager	NO
Advance Payment	NO	ME User	NO

## Requested Menu Permissions

Menu Permission	Menu Permission	Menu Permission
1. AGM Setup - Investment	2. AML - New Business	3. Account Setup - Accounts
4. Account Statement - Accounts	5. Add-Update - Group Policy Services	6. Agent Register - Agency

## Memo Information

Field	Value
Reference No	1
Date	2025-11-05
Subject	11

## Remarks

Remarks
test

## Approval Information

Field	Value
Approved By	nix1947
Approval Date	2025-11-05

Approved By: \_\_\_\_\_